

## **BALLANTRAЕ COMMUNITY DEVELOPMENT DISTRICT**

**Date of Meeting:** Thursday, January 15, 2026  
**Time:** 6:30 P.M.  
**Location:** Ballantraе Community Center  
17611 Mentmore Blvd.  
Land O' Lakes, FL 34638

**Zoom:** [LINK](#)

**Meeting ID:** 958 3448 2453

**Passcode:** 773764

**Call In:** +1 3052241968

## ***Agenda***

*For the full agenda packet, please contact BallantraеPasco@AnchorStoneMgt.com*

**I. Call to Order / Roll Call**

**II. Audience Comments – (limited to 3 minutes per individual on agenda items)**

**III. Vendor & Professional Reports**

A. Stantec – Project Manager Greg Woodcock

1. Status Update on Clubhouse Project

B. Steadfast Environmental Report

1. Conservation Area Inspection Report

[\*\*EXHIBIT 1\*\*](#)

2. Waterway Inspection Report

[\*\*EXHIBIT 2\*\*](#)

C. Steadfast Maintenance Division

1. Presentation & Discussion of Maintenance Report

[\*\*EXHIBIT 3\*\*](#)

2. Consideration of Steadfast Proposals: *(to be distributed – if any)*

[\*\*EXHIBIT 4\*\*](#)

D. Amenity Manager

1. Consideration of Proposals for Tennis Court Resurface

❖ Court Projects - \$38,986

[\*\*EXHIBIT 5\*\*](#)

2. Consideration of Additional Maintenance Proposals

- ❖ Consideration of Proposal for Concrete Work - - U Need Concrete \$3,500 [EXHIBIT 6A](#)
- ❖ Consideration of Proposal for Office Chair - \$79.59 - Amazon [EXHIBIT 6B](#)
- ❖ Consideration for Parking Lot Painting - \$310.17 – Ballantrae Amenity Team [EXHIBIT 6C](#)
- ❖ Consideration of Parking Lot Sealing:
  - a. JT Paving - \$10,500
  - b. E&J - \$11,650
- ❖ Consideration of Proposal for Clubhouse Painting - Polson Painting - \$13,985 [EXHIBIT 6E](#)
  - a. Painting of Front Main Entrance - \$7,400
  - b. Full Exterior Painting of Clubhouse & Cabana - \$3,700
  - c. Full Exterior Painting of Cabana at Hugh Lane - \$1,400
  - d. Lift Truck – *if needed* - \$1,485

3. Presentation of Amenity Center Report & Task List for Discussion

[EXHIBIT 7](#)

**IV. District Manager**

1. The Trespass Agreement with Pasco County Sheriff has been updated for the New Year

**V. Administrative Items**

1. Consideration for Acceptance: Minutes of the Regular Meeting of Board of Supervisors Held December 18 2025 [EXHIBIT 8](#)

2. Consideration for Approval: The November 2025 Unaudited Financial Statements [EXHIBIT 9](#)

3. Ratification of Kubota Truck Repairs - Florida Coast Equipment - \$499.82 [EXHIBIT 10](#)

**VI. Audience Comments New Business Items** (*limited to 3 minutes per individual*)

**VII. Supervisor Requests**

**VIII. Adjournment**

EXHIBIT 1  
RETURN TO AGENDA



## Ballantrae CDD Conservation Areas

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**Inspection Date:**

1/7/2026 12:32 PM

**Prepared by:**

Matt Goldrick

Account Manager

STEADFAST OFFICE:  
[WWW.STEADFASTENV.COM](http://WWW.STEADFASTENV.COM)  
813-836-7940

# Inspection Report

## SITE: 2

Condition:  Excellent  Great  Good  Poor  Mixed Condition  Improving



### Comments:

Most of the vegetation is seasonally dormant. Any remaining are deciduous tree or low-lying growth. Any nuisance species present (mostly Cogon Grass) will continue to be treated.

<u>WATER:</u>	Clear	Turbid	Tannic	
<u>ALGAE:</u>	N/A	Subsurface	Filamentous	Surface Filamentous
		Planktonic		Cyanobacteria
<u>GRASSES:</u>	N/A	<input checked="" type="checkbox"/> Minimal	Moderate	Substantial
<b>NUISANCE SPECIES OBSERVED:</b>				
	Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	Slender Spikerush	Other:	

## SITE: 3

Condition:  Excellent  Great  Good  Poor  Mixed Condition  Improving



### Comments:

All nuisance growth in this section has been treated and is decaying. Minimal low-lying new growth observed.

<u>WATER:</u>	Clear	Turbid	Tannic	
<u>ALGAE:</u>	N/A	Subsurface	Filamentous	Surface Filamentous
		Planktonic		Cyanobacteria
<u>GRASSES:</u>	<input checked="" type="checkbox"/> N/A	Minimal	Moderate	Substantial
<b>NUISANCE SPECIES OBSERVED:</b>				
	Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	Slender Spikerush	Other:	

# Inspection Report

## SITE: 6

Condition:  Excellent  Great  Good  Poor  Mixed Condition  Improving



### Comments:

The buffer zone is clear of nuisance growth. Routine monitoring and treatment as needed will continue.

<u>WATER:</u>	Clear	Turbid	Tannic	
<u>ALGAE:</u>	N/A	Subsurface	Filamentous	Surface Filamentous
		Planktonic		Cyanobacteria
<u>GRASSES:</u>	<input checked="" type="checkbox"/> N/A	Minimal	Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	Slender Spikerush	Other:	

## SITE: 7

Condition:  Excellent  Great  Good  Poor  Mixed Condition  Improving



### Comments:

Mild nuisance growth present. Mainly Caesarweed. Treatment will continue.

<u>WATER:</u>	Clear	Turbid	Tannic	
<u>ALGAE:</u>	N/A	Subsurface	Filamentous	Surface Filamentous
		Planktonic		Cyanobacteria
<u>GRASSES:</u>	N/A	<input checked="" type="checkbox"/> Minimal	Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	Slender Spikerush	Other:	

# Inspection Report

## SITE: 9

Condition:  Excellent  Great  Good  Poor  Mixed Condition  Improving



### Comments:

The buffer zone is clear of nuisance growth. Routine monitoring and treatment as needed will continue.

<u>WATER:</u>	Clear	Turbid	Tannic	
<u>ALGAE:</u>	N/A	Subsurface	Filamentous	Surface Filamentous
		Planktonic		Cyanobacteria
<u>GRASSES:</u>	<input checked="" type="checkbox"/> N/A	Minimal	Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	Slender Spikerush	Other:	

## SITE: 10

Condition:  Excellent  Great  Good  Poor  Mixed Condition  Improving



### Comments:

New growth of Caesarweed present in some areas. A technician will address during an upcoming maintenance event.

<u>WATER:</u>	Clear	Turbid	Tannic	
<u>ALGAE:</u>	N/A	Subsurface	Filamentous	Surface Filamentous
		Planktonic		Cyanobacteria
<u>GRASSES:</u>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Minimal	Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	Slender Spikerush	Other:	

# Inspection Report

## SITE: 11

Condition: Excellent  Great  Good  Poor  Mixed Condition  Improving



### Comments:

The buffer is in great condition. Nuisance species (Brazilian Pepper and Carolina Willow) observed further into the wetland. These would require physical removal.

<u>WATER:</u>	Clear	Turbid	Tannic	
<u>ALGAE:</u>	N/A	Subsurface	Filamentous	Surface Filamentous
		Planktonic		Cyanobacteria
<u>GRASSES:</u>	N/A	<input checked="" type="checkbox"/> Minimal	Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	Slender Spikerush	Other:	

## SITE: 13

Condition: Excellent  Great  Good  Poor  Mixed Condition  Improving



### Comments:

Two new areas of Tropical Soda Apple noted. These will be addressed quickly to prevent further spread. No other nuisance growth observed.

<u>WATER:</u>	Clear	Turbid	Tannic	
<u>ALGAE:</u>	N/A	Subsurface	Filamentous	Surface Filamentous
		Planktonic		Cyanobacteria
<u>GRASSES:</u>	N/A	<input checked="" type="checkbox"/> Minimal	Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	Slender Spikerush	Other:	

# Inspection Report

## SITE: 14

Condition:  Excellent  Great  Good  Poor  Mixed Condition  Improving



### Comments:

Most of the nuisance growth present has been treated and is decayed. Any new low-lying growth will be treated as well.

<u>WATER:</u>	Clear	Turbid	Tannic	
<u>ALGAE:</u>	N/A	Subsurface	Filamentous	Surface Filamentous
		Planktonic		Cyanobacteria
<u>GRASSES:</u>	N/A	<input checked="" type="checkbox"/> Minimal	Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	Slender Spikerush	Other:	

## SITE: 15

Condition:  Excellent  Great  Good  Poor  Mixed Condition  Improving



### Comments:

The buffer zone is clear of nuisance growth. Routine monitoring and treatment as needed will continue.

<u>WATER:</u>	Clear	Turbid	Tannic	
<u>ALGAE:</u>	N/A	Subsurface	Filamentous	Surface Filamentous
		Planktonic		Cyanobacteria
<u>GRASSES:</u>	<input checked="" type="checkbox"/> N/A	Minimal	Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	Slender Spikerush	Other:	

# Inspection Report

## MANAGEMENT SUMMARY



Most buffer zones are in great condition. Any growth present is fairly new and can be easily controlled with routine treatment. Interiors of the wetlands are all seasonally dormant and fairly dry from drought. These conditions will continue for a few more months.

## RECOMMENDATIONS

Continue to encourage desired low-lying aesthetically pleasing cover in areas of the buffer zones that remain bare.

Maintain those areas that have filled in, and reduce the success of any pioneering target species.

Thank you for choosing Steadfast Environmental!

# Inspection Report

## MAINTENANCE AREA



### Ballantrae CDD Conservation Areas Ballantrae Blvd, Land O' Lakes, FL

Gate Code:

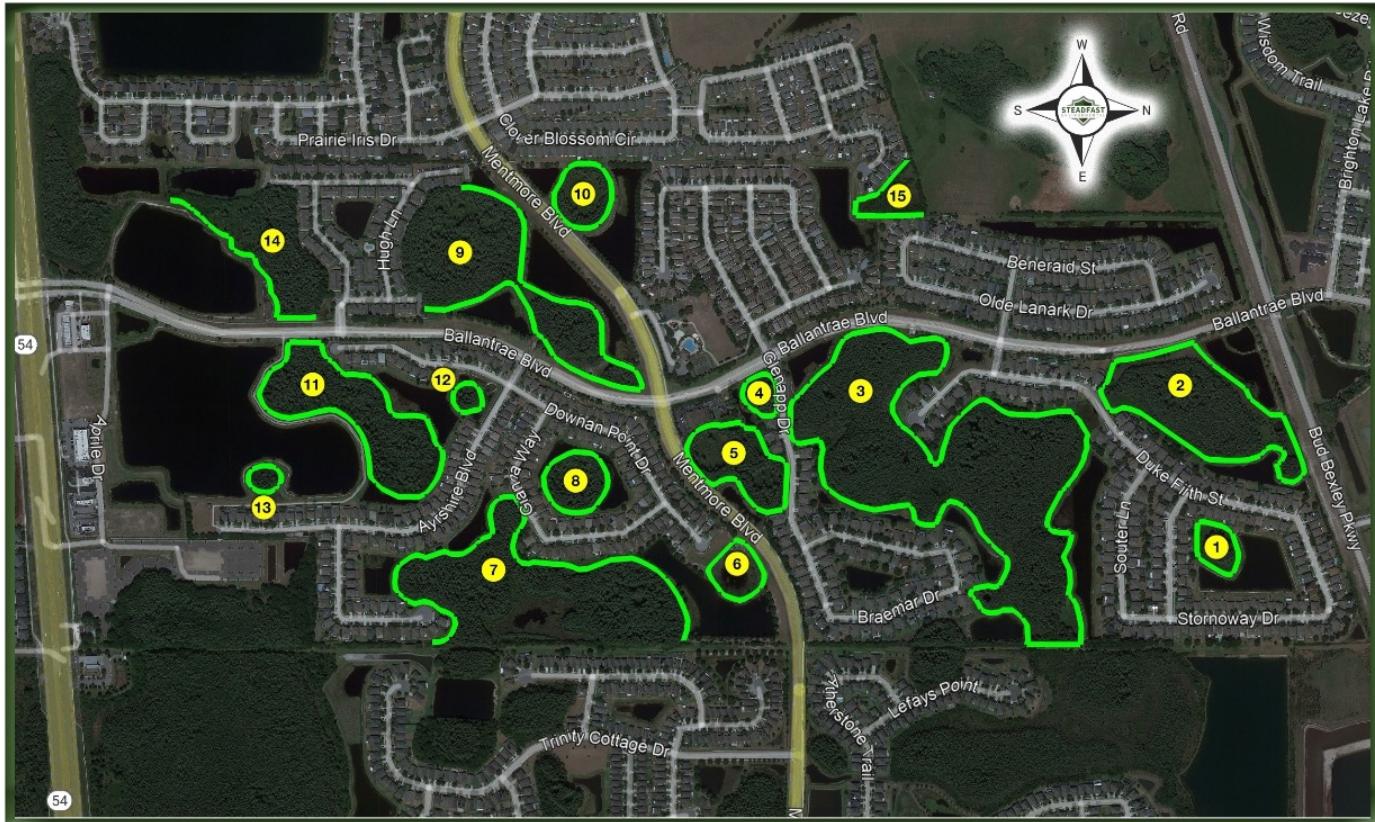


EXHIBIT 2

[RETURN TO AGENDA](#)



## Ballantrae CDD Aquatics

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**Inspection Date:**

1/7/2026 2:18 PM

**Prepared by:**

Matt Goldrick

Account Manager

STEADFAST OFFICE:  
[WWW.STEADFASTENV.COM](http://WWW.STEADFASTENV.COM)  
813-836-7940

# Inspection Report

## SITE: 1

Condition:  Excellent    Great    Good    Poor    Mixed Condition    Improving



### Comments:

No algae or nuisance grass observed. Routine monitoring and treatment as needed will continue.  
The yellow buildup on one side is tree pollen.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic	
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	Subsurface	Filamentous	Surface Filamentous
		Planktonic		Cyanobacteria
<u>GRASSES:</u>	<input checked="" type="checkbox"/> N/A	Minimal	Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	Slender Spikerush	Other:	

## SITE: 2

Condition:  Excellent    Great    Good    Poor    Mixed Condition    Improving



### Comments:

I don't like calling dry ponds "excellent" but there is no nuisance growth present. Any grasses in the dry pond bed are terrestrial and will drown when water levels rise.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic	
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	Subsurface	Filamentous	Surface Filamentous
		Planktonic		Cyanobacteria
<u>GRASSES:</u>	<input checked="" type="checkbox"/> N/A	Minimal	Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	Slender Spikerush	Other:	

# Inspection Report

## SITE: 4

Condition: Excellent Great ✓Good Poor Mixed Condition ✓Improving



### Comments:

Much of the slender spikerush has started to decay from previous treatment. A treatment plan has been implemented for this pond to continue this trend until growth clears.

No algae observed.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic	
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	Subsurface	Filamentous	Surface Filamentous
		Planktonic		Cyanobacteria
<u>GRASSES:</u>	N/A	Minimal	<input checked="" type="checkbox"/> Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	<input checked="" type="checkbox"/> Slender Spikerush	Other:	

## SITE: 5

Condition: Excellent Great ✓Good Poor Mixed Condition Improving



### Comments:

Filamentous algae present on the surface. Its bright green color indicates it is very fresh. A technician will address during this week's service.

No nuisance grass observed.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic	
<u>ALGAE:</u>	N/A	Subsurface	Filamentous	<input checked="" type="checkbox"/> Surface Filamentous
		Planktonic		Cyanobacteria
<u>GRASSES:</u>	<input checked="" type="checkbox"/> N/A	Minimal	Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	<input checked="" type="checkbox"/> Slender Spikerush	Other:	

# Inspection Report

## SITE: 6

Condition: Excellent  Great  Good  Poor  Mixed Condition  Improving



### Comments:

Any filamentous algae present is decayed. The rain this afternoon will help further this process and begin breaking the mats apart.

No nuisance grass observed.

<u>WATER:</u>	Clear	Turbid	Tannic	
<u>ALGAE:</u>	N/A	Subsurface	Filamentous	<input checked="" type="checkbox"/> Surface Filamentous
		Planktonic		Cyanobacteria
<u>GRASSES:</u>	<input checked="" type="checkbox"/> N/A	Minimal	Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	Slender Spikerush	Other:	

## SITE: 33

Condition:  Excellent  Great  Good  Poor  Mixed Condition  Improving



### Comments:

No algae or nuisance grass observed. Routine monitoring and treatment as needed will continue.

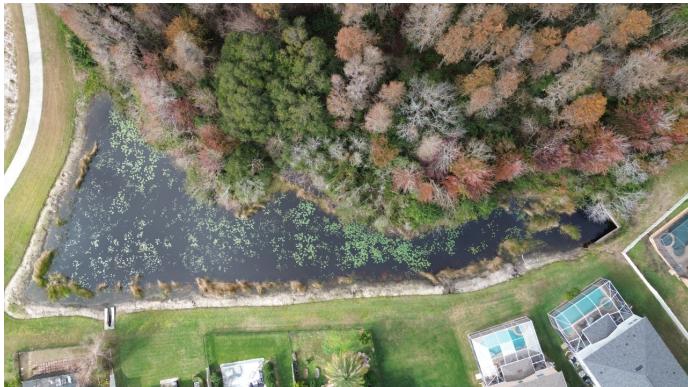
More tree pollen buildup.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic	
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	Subsurface	Filamentous	<input type="checkbox"/> Surface Filamentous
		Planktonic		Cyanobacteria
<u>GRASSES:</u>	<input checked="" type="checkbox"/> N/A	Minimal	Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	Slender Spikerush	Other:	

# Inspection Report

## SITE: 35

Condition: Excellent  Great  Good  Poor  Mixed Condition  Improving



### Comments:

Lily growth is getting a little thick. technicians will begin targeting this during maintenance events.  
No other nuisance growth observed.

<b>WATER:</b>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic
<b>ALGAE:</b>	<input checked="" type="checkbox"/> N/A	Subsurface Filamentous	Surface Filamentous
		Planktonic	Cyanobacteria
<b>GRASSES:</b>	N/A	<input checked="" type="checkbox"/> Minimal	Moderate
<b>NUISANCE SPECIES OBSERVED:</b>			
	Torpedo Grass	Pennywort	Babytears
	Hydrilla	Slender Spikerush	<input checked="" type="checkbox"/> Other: Water lilies

## SITE: 36

Condition: Excellent  Great  Good  Poor  Mixed Condition  Improving



### Comments:

This pond had been dry for some time. Most of the growth present is terrestrial and needs more time underwater to drown. Some aquatic growth has started in the meantime and will be addressed next visit.  
No algae observed.

<b>WATER:</b>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic
<b>ALGAE:</b>	<input checked="" type="checkbox"/> N/A	Subsurface Filamentous	Surface Filamentous
		Planktonic	Cyanobacteria
<b>GRASSES:</b>	N/A	Minimal	<input checked="" type="checkbox"/> Moderate
<b>NUISANCE SPECIES OBSERVED:</b>			
	Torpedo Grass	Pennywort	Babytears
	Hydrilla	Slender Spikerush	Other:

# Inspection Report

## SITE: 37

Condition: Excellent Great Good  Poor  Mixed Condition Improving



### Comments:

This pond is in similar condition to 36, but with more aquatic weeds. The treatments set for pond 4 will also be done here.  
No algae observed.

<u>WATER:</u>	<input checked="" type="checkbox"/> Clear	Turbid	Tannic	
<u>ALGAE:</u>	<input checked="" type="checkbox"/> N/A	Subsurface	Filamentous	Surface Filamentous
		Planktonic		Cyanobacteria
<u>GRASSES:</u>	N/A	Minimal	<input checked="" type="checkbox"/> Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	<input checked="" type="checkbox"/> Slender Spikerush	Other:	

## SITE: Bouns

Condition: Excellent Great Good Poor Mixed Condition Improving



### Comments:

This is behind the home on pond 35 (Ayershire Blvd). It looks like some work has been done to uncover and remove the drain, but it is still there and slowly furthering erosion.

<u>WATER:</u>	Clear	Turbid	Tannic	
<u>ALGAE:</u>	N/A	Subsurface	Filamentous	Surface Filamentous
		Planktonic		Cyanobacteria
<u>GRASSES:</u>	N/A	Minimal	Moderate	Substantial
<u>NUISANCE SPECIES OBSERVED:</u>				
	Torpedo Grass	Pennywort	Babytears	Chara
	Hydrilla	<input checked="" type="checkbox"/> Slender Spikerush	Other:	

# Inspection Report

## MANAGEMENT SUMMARY



With January here, winter is at its peak. Morning and nighttime temperatures have decreased, with the occasional daytime highs reaching 80°F. The growth rate for both algae and nuisance plants are slowing as a result, giving technicians the ability to make headway in more overgrown areas. Rainfall events have been few and far between, thus the water levels of most ponds have decreased as winter progresses. Decreased rainfall also provides assistance in the growth of algae. Decreased nighttime temperatures extend the time it takes for treated algae to decay (beyond the usual 7-10 day period). Additionally, most types of vegetation that enter a dormant period will do so during winter's shortened daylight hours. It may look as though many types of vegetation are "dead" or "dying" but are simply awaiting the return of spring, where these species will re-color and become more lively.

Mostly good conditions overall today. Slender spikerush will be the focus for a time moving forward. I have been seeing it in many ponds this month, so we are gearing up for multiple heavy treatments across all our accounts. Some efforts have been put forth here already and are yielding positive results. Small algae blooms have occurred since last month, but are or will soon be well under control.

## RECOMMENDATIONS

Continue to treat ponds for algae, administer follow-ups to ponds experiencing extended decay times.

Administer treatments to any nuisance grasses growing along exposed shorelines and within beneficial plants.

Continue to apply treatment to overgrown littoral areas.

Avoid over treating ponds, to prevent fish kills or toxic blooms.

Stay alert for debris items that find their way to the pond's shore.

Thank you for choosing Steadfast Environmental!

# Inspection Report

## MAINTENANCE AREA



### Ballantrae CDD

Ballantrae Blvd, Land O' Lakes, FL

Gate Code:

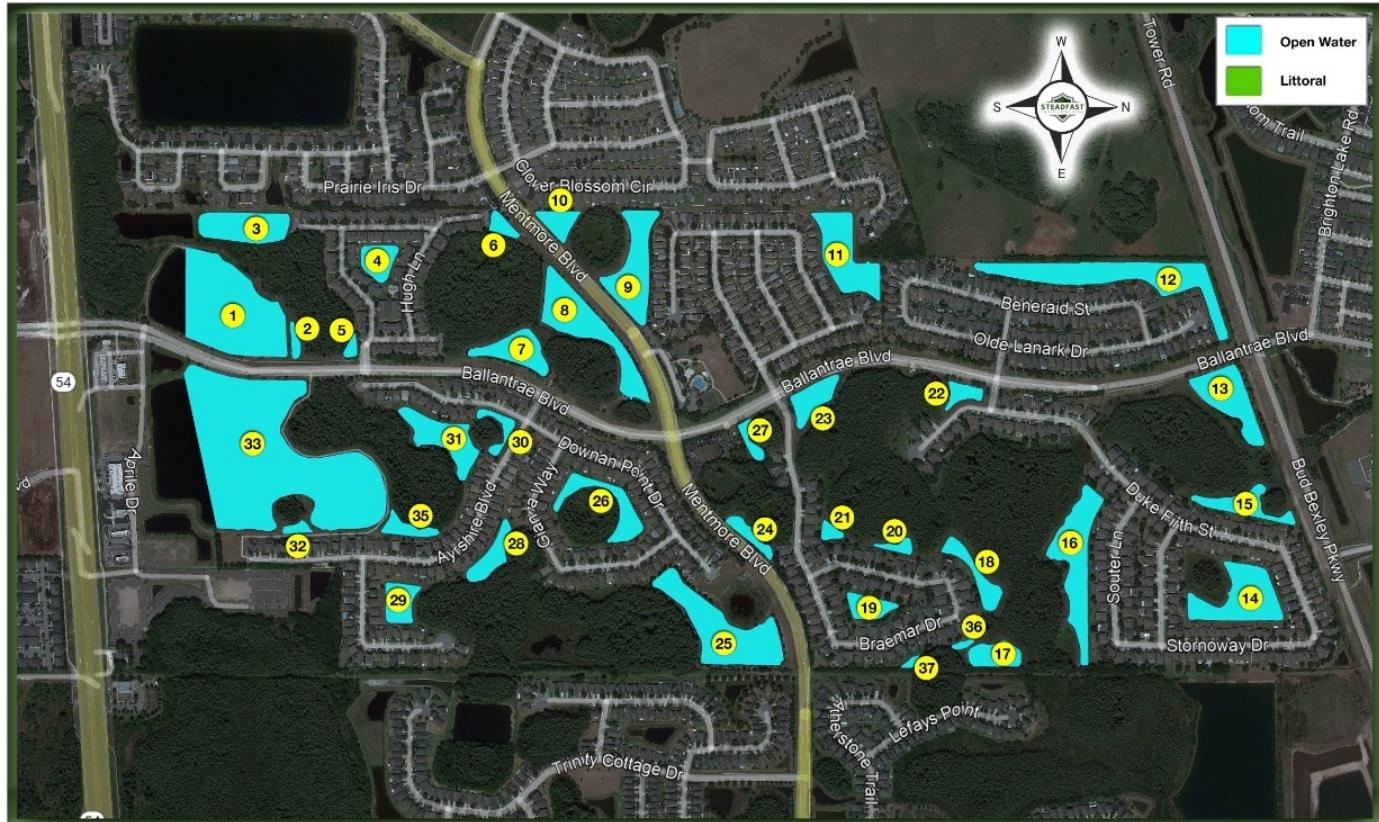


EXHIBIT 3

RETURN TO AGENDA



Steadfast Contractors Alliance, LLC  
30435 Commerce Drive, Suite 102  
San Antonio, FL 33576  
844-347-0702 | [office@steadfastalliance.com](mailto:office@steadfastalliance.com)

A lot of things are dormant from the recent cold weather. I went through there Monday and met with Garry and resolved one minor irrigation issue. The crews are working on dead heading the geraniums to keep those blooms looking good. Once we complete that, we are going to be working on the moss issue and removing as much moss as possible that we can reach from the ground, going down the main Blvd. We will continue keeping wood lines from encroaching.

Also ant mounds are starting to pop up as they do this time of the year and we are currently treating them as we see them with ant bait.

Once the Christmas lights are removed, we will touch those areas up as we did not trim those to avoid damage.

Thanks

EXHIBIT 4  
RETURN TO AGENDA

EXHIBIT 5

RETURN TO AGENDA

# Court Project

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## PROPOSAL

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TO: **Joe O' Reilly** Project: Ballantrae CDD - Tennis Courts  
Resurface  
Ballantrae CDD Address: 17611 Mentmore Boulevard  
17611 Mentmore Boulevard Land O' Lakes, FL 34638  
Land O' Lakes, FL 34638 Date: 1/5/2026

*We propose to furnish all materials, equipment, and labor, subject to any exclusions listed below, required to complete the following:*

**1. RiteWay Structural Crack Repair (Qty.: 240 LF) \$3,360.00**

*Description of Services:*

Clean and prepare cracks. Install RiteWay membrane over crack area with adhesive per manufacturer specifications. Apply resurfacer and acrylic coating layers to blend with existing surface.

**2. Low Spot Leveling / Birdbath Repair (Qty.: 1000 SF) \$2,600.00**

*Description of Services:*

Identify low spots using water test. Mix and apply acrylic patch binder with sand to low areas. Feather edges and smooth to match existing surface. Allow to cure before coating.

**3. Court Resurfacing (Existing Court Renewal) (Qty.: 14400 SF) \$20,520.00**

*Description of Services:*

- Surface cleaning and prepping (as needed)
- Application of one (1) coat of acrylic resurfacer
- Application of two (2) coats of acrylic color coating (standard colors)

**4. Striping – Tennis Court (Qty.: 2 EA) \$741.00**

*Description of Services:*

Mask, layout, and apply two coats of line paint for one regulation tennis court (78' x 36'). Includes material and labor.

**5. Striping – Pickleball Court (Qty.: 2 EA) \$416.00**

*Description of Services:*

Mask, layout, and apply two coats of line paint for one regulation pickleball court (20' x 44').

Includes material and labor.

**6. Fence Replacement & Pole Repainting** **\$9,000.00**

*Description of Services:*

Remove and dispose of existing chain-link fabric from perimeter fencing.

Furnish and install new galvanized (or vinyl-coated) chain-link fabric to match existing fence height and line.

Re-secure fabric to line posts and top/bottom rails with new fence ties and fasteners as required.

Replace any parts that are broken.

**7. General Conditions** **\$2,349.00**

*Description of Services:*

Includes project mobilization/demobilization, site setup, dumpsters/hauling, portable restrooms, temporary power or water if required, small tools/consumables, daily cleanup, supervision/administration, insurance, and other general project expenses.

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<b>Subtotal:</b>	<b>\$38,986.00</b>
*0% Tax:	\$0.00
<b>TOTAL:</b>	<b>\$38,986.00</b>

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## Terms and Conditions

### 1. PRICING & PAYMENT TERMS

#### Payment Terms:

- 50% deposit due upon contract signing
- 25% commencement payment due at project start
- 25% final payment due upon project completion
- All payments are due within five (5) business days of invoice issuance

*Final payment is due upon substantial completion, defined as the point at which the court is ready for use, regardless of minor punch list items.*

#### Late Payments:

Past due balances are subject to a 10% late fee plus interest at 1.5% per month (18% annualized). Court Project may suspend work or withhold project deliverables, including completion documents and warranties, until full payment is received.

### 2. TERMS & CONDITIONS

- Proposal valid for 30 days from the proposal issue date
- Changes to the scope of work require a written change order
- Court Project will obtain and submit permits under its GC license if this is part of the agreed scope. Permit fees are excluded unless otherwise specified.

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- Project schedule may be adjusted due to weather, supplier delays, or unforeseen site conditions
- Pricing is subject to change if excessive structural cracks are identified
- Court Project's liability under this agreement shall not exceed the total contract value.
- Client shall provide clear site access, water, and power during the project (unless otherwise stated).

### **3. GUARANTEE & WARRANTY**

Court Project guarantees all workmanship and materials directly provided by our team for a period of one (1) year from the project completion date.

**Exclusions:**

- Normal wear and tear
- Damage caused by extreme weather, ground movement, or improper use
- Issues arising from third-party materials or installations not provided by Court Project
- Lack of proper maintenance (e.g., regular cleaning, avoiding misuse, resurfacing as recommended)

**Disclaimer on Preexisting Foundations:**

**Court Project does not warrant any preexisting concrete or asphalt foundations not constructed by our team. Failures such as peeling, bubbling, or adhesion loss that result from foundational defects (e.g., improper mix, lack of vapor barriers, previous coatings) are outside our responsibility. Any required repairs due to these conditions will be subject to a change order and are not covered under warranty.**

**This clause is included to protect both parties and ensure transparency regarding unknown conditions beneath the court surface.**

Contractor: Andrew Stephan  
Court Project LLC

1/5/2026  
Date

**ACCEPTANCE OF PROPOSAL:** The above prices, scope, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work specified.

Client: \_\_\_\_\_  
Ballantrae CDD

\_\_\_\_\_  
Date

EXHIBIT 6A

RETURN TO AGENDA

12/3/25, 10:45 AM

You received a new estimate! (#mentmore community)

From: "U-Need-Concrete" <messenger@message.squareup.com>

To: ballantrae2@tampabay.rr.com

Cc:

Bcc:

Priority: Normal

Date: Tuesday December 2 2025 10:26:56AM

You received a new estimate! (#mentmore community)

### **U-Need-Concrete**

New Estimate

# **\$3,500.00**

Estimate expires on January 1, 2026

[View Estimate](#)

*Next Month*

**Estimate #mentmore community sent**

December 2, 2025

#### **Customer**

Ballantrae Community Garry  
ballantrae2@tampabay.rr.com

#### **Additional Recipients**

uneedconcrete1@gmail.com

#### **Message**

We look forward to working with you. U-Need Concrete will grind approximately 8 to 9 grindings also breakout and replace with new concrete of approximately 5 yards. This price includes demolishing, disposal and haul off of all old materials. It includes labor and new materials as well as sales tax is included. The concrete used will be of minimum specifications or greater that Pasco County requires. All concrete will be 3000 psi or greater and conform to Pasco County standards. It will have a broom finish and is expected to take one to two days to break out and prepare as well as haul off and demo and. One day to pour. Normally on the day of pour it can be stripped and cleaned and expansion joints put in, if a saw cut is required. It can be done within 24 hours.

**Phase 1 grindings and replacement** \$3,500.00

*We accept Zelle, Checks, cash or debit/credit cards with a 3.5% fee. upon approval and commencement of work, we require a 50% deposit \$1750 by your choice of payment and the remaining balance on the day of pour.*

Subtotal	\$3,500.00
<b>Total</b>	<b>\$3,500.00</b>

**U-Need-Concrete**  
13164 Hexam Rd  
Brooksville, FL 34613 United States

Please contact U-Need-Concrete about its privacy practices.

From: "Michael&Melissa Shaver" <uneedconcrete1@gmail.com>  
To: "Ballantrae Community Development District Facility Manager Offices" <Ballantrae2@tampabay.rr.com>  
Cc:  
Bcc:  
Priority: Normal  
Date: Tuesday December 2 2025 10:38:33AM  
Re: Ballantrae

On Tue, Dec 2, 2025 at 9:59 AM Michael&Melissa Shaver <uneedconcrete1@gmail.com> wrote:

Our typical price is going to be \$125 per grinding anything under 1 inch for the raised concrete. We normally charge \$150 each for those, but since you guys have so many, we are willing to go down on the price to \$125. If the concrete is too bad to be ground down or if it will compromise the sidewalk or the situation, then it would be a bust out and repair those typically for a section 4 x 8 section are \$750 each. We will break the community down in phases. Phase one will be the section where we met Garry. You have approximately eight grindings that need to take place there on the sidewalk and in the entrance this includes the Sidewalk piece out in front that measures approximately 5 x 8 and then there are several sections on the interior one between the trees and the wall where the outlet is. That section needs to be replaced. There's another section that is broken that needs to be cut out and replaced on any of those sections where half can be saved and only half needs to be reported. We will do that to save you money. If anything can be grind instead of replaced we will also do that to save you money. I will send you a proposal over in a few moments that shows phase one and what it includes when we remove concrete if there is a route or something obstructing underneath, we will remove that in the area, so it does not raise the concrete again. All these prices that I give you include Demolition they include haul off, Disposal is included, Replacement concrete is included in the price. If a pump is required. It's included. All labor is included materials, grinding, wheels, etc. everything is in the price and it also includes sales tax so there's no hidden fees. The price we give you is the price that you pay. When you get a chance, if you do accept our proposal, our normal policy is to charge 50% on the day that we start and the remaining balance on the day that we pour if you have a different idea for proposal for payment, you can run that by me and I can see if we can work with that. That's typically what we do. Also, if you would please review our Feedback on Angi's ads it will reflect that Most of the customers that we have been working with Left us a five star review. We are a small family based Concrete company, we will make sure that you are happy with our work. My husband has 46 years in concrete experience and we aim to make sure that the customer is always happy if there's ever any issues that arise, please call me or text me. I'd be more than glad to come out take a look at it and get the problem resolved as soon as possible. We look forward to working with you guys and Ballantrae and getting these projects done for you.

On Tue, Dec 2, 2025 at 9:44 AM Michael&Melissa Shaver <uneedconcrete1@gmail.com> wrote:

Keep an eye on your email in about the next 30 minutes. You should get all of our proposals and everything over. I'm going to go ahead and send the phase one project over and then our price list. I apologize for the delay. I thought that it already went through and that we were just waiting for the meeting with the HOA that's why I didn't bother you about anything. I should've checked with you to make sure everything came across, but I'm glad that you messaged me. Some reason it didn't go through the other day there's some kind of an error so I'm going to fix it all up right now and send it out to you just if you don't get anything by 11 o'clock please let me know and I will figure out how to get it to you if I need to send it to your cell phone I will. I checked the email and it is showing up as correct but it's showing up as server error so I'm not sure exactly what's going on with it but I'm going to get it fixed here.

On Mon, Dec 1, 2025 at 7:18 AM Michael&Melissa Shaver <uneedconcrete1@gmail.com> wrote:

I'll see if I can pull it up on my phone if not, it'll probably be later this afternoon around I'd say about 3 PM or so. I'll either drop it back up or go find it and see where it went. Did you happen to check the spam in the junk mail and everything make sure it didn't go in there

On Mon, Dec 1, 2025 at 7:17 AM Michael&Melissa Shaver <uneedconcrete1@gmail.com> wrote:

Ohhh.... I'm on another job site right now, but I'll have to get to my computer and look I sent one out. Maybe it didn't go for some reason. Yeah I sent that like a couple days after I talk to you after my husband and I met with you I sent that out.

On Mon, Dec 1, 2025 at 7:16 AM Ballantrae Community Development District Facility Manager Offices <Ballantrae2@tampabay.rr.com> wrote:  
I never received a proposal!!

---

From: "Michael&Melissa Shaver"  
To: "Ballantrae Community Development District Facility Manager Offices"  
Cc:  
Sent: Monday December 1 2025 7:13:26AM  
Subject: Re: Ballantrae

Hey Garry

We still want to, just waiting to hear back if the bids got accepted or not, we aren't real far it's a straight shot up the park way, probably 40 minutes.

On Mon, Dec 1, 2025 at 7:11 AM Ballantrae Community Development District Facility Manager Offices <Ballantrae2@tampabay.rr.com> wrote:  
Garry here, just wondering if you'll be still interested in doing the work out here in Ballantrae? I thought it might be too far?

EXHIBIT 6B

RETURN TO AGENDA

## Shopping Cart



Amazon Basics Classic Puresoft PU Padded Mid-Back Height Adjustable Office Computer Desk Chair with Armrest, 26"D x 23.75"W

In Stock

Shipped from: Amazon

**Overnight**

FREE delivery **Overnight 7 AM - 11 AM**

**Arrives before Christmas**

FREE Returns

Color: Black

**Buy 8, save 2%**

1

[Delete](#) [Save for later](#) [Share](#)

Price

**\$79.59**

Business Price

**Subtotal (1 item): \$79.59**

The price and availability of items at Amazon.com are subject to change. The Cart is a temporary place to store a list of your items and reflects each item's most recent price. [Learn more](#)

## Shopping Cart



Ash & Ember 384 Sq. In Park-Style Charcoal Grill, Single Post Barbeque Grill with Bolt-Down Base, Adjustable Grate Height with In Stock

Shipped from: TitanBrands  
FREE delivery **Mon, Dec 29**  
Color: Grill + Base Anchor  
Size: 384 Sq. in.

Price

**\$415.79**

Business Price

Save 23%  
Clip Coupon

1

[Delete](#) [Save for later](#) [Share](#)Subtotal (1 item): **\$415.79**

The price and availability of items at Amazon.com are subject to change. The Cart is a temporary place to store a list of your items and reflects each item's most recent price. [Learn more](#)

EXHIBIT 6C

RETURN TO AGENDA

# MAINTENANCE PROJECT PROPOSAL

DECEMBER 06, 2025

## SCOPE OF WORK

TO PAINT ALL PARKING LOT WHITE LINES AND THE THREE  
DISABLED PARKING SPACES.

## COSTS

1. LINE PAINTING WAND	\$37.99
2. STRAIGHT LINE STENCIL	\$136.25
3. DISABLED BLUE PAINT	\$52.24
4. DISABLED STENCIL	\$36.09
5. WHITE SPRAY PAINT	\$47.60

**TOTAL COST OF PROJECT** **\$310.17**

**PLEASE ALLOW A VARIANCE OF \$100.00 AS PRICES CHANGE**

*push  
JAS*

## Shopping Cart



YOOLLE-TOOLS 2395000 Striping Line Painting Wand, Industrial Two-Wheel Striping Spray Paint Wand for Line Paint Stripe Ground,

In Stock

Two-Day

FREE delivery Mon, Dec 8

FREE Returns

Size: 34"

Buy 2, save 14%

Price

**\$37.99**

Typical price: \$41.86

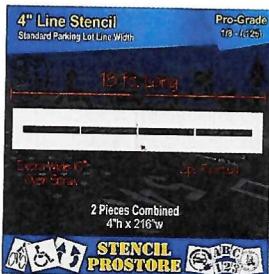
Savings: **\$3.87** (9%)

Business Price

Save 5% on 2 select item(s) Terms

1

Delete Save for later Share



Pavement Stencils - 4 inch - Straight LINE Stencil - 4" x 216" x 1/8" (128 mil) - Pro-Grade - (Extra Long 18ft with Extra Wide 10" Overspray

**\$136.25**

In Stock

Shipped from: STENCIL PROSTORE

FREE delivery Tue, Dec 16

Style: Pro-Grade - 1/8" (126 mil) thick

1

Delete Save for later Share



Rust-Oleum 6-Pack of 18 oz 263446 Industrial Choice Blue Inverted Striping Spray Paint

**\$52.24**

Typical price: \$65.47

Savings: **\$13.23** (6%)

Government Price

1

Delete Save for later Share



36" x 36" (1-Pack), Handicap Parking Stencil, ADA Compliant, Reusable Roll-Up Waterproof Handicap Stencil for Parking Lot - Great

**\$36.09**

List Price: \$49.99

Savings: **\$13.90** (10%)

Business Price

1

Delete Save for later Share



Rust-Oleum 203030-12PK M1600/M1800 System Industrial Choice Precision Line Inverted Marking Paint 12-Pack, White

**\$47.60**

List Price: \$84.96

Savings: **\$37.36** (44%)

Business Price

In Stock

Shipped from: Amazon

FREE delivery Fri, Dec 12 for Prime members

Color: White

Size: 17 Ounce (Pack of 12)

Pattern Name: Solvent Based

1

Delete Save for later Share

Subtotal (5 items): **\$310.17**

EXHIBIT 6D

RETURN TO AGENDA



**J.T. PAVING**

1302 Orangewalk Dr  
Brandon, FL 33511  
Office: 813-651-3221  
Cell: 813-610-1752

**Customer:**

17611 Mentmore Blvd  
Land O'Lakes, FL  
Email: Joe@AnchorstoneMgt.com  
Contact: Joe O'Reilly

## ESTIMATE

- Clean and prepare parking area, removing all excess debris.
- Approx. **31,128 square feet** of surface area.
- Apply **two coats** of commercial-grade sealing material.
- Stripe the parking lot following proper layout and visibility standards.
- Clean-up included.

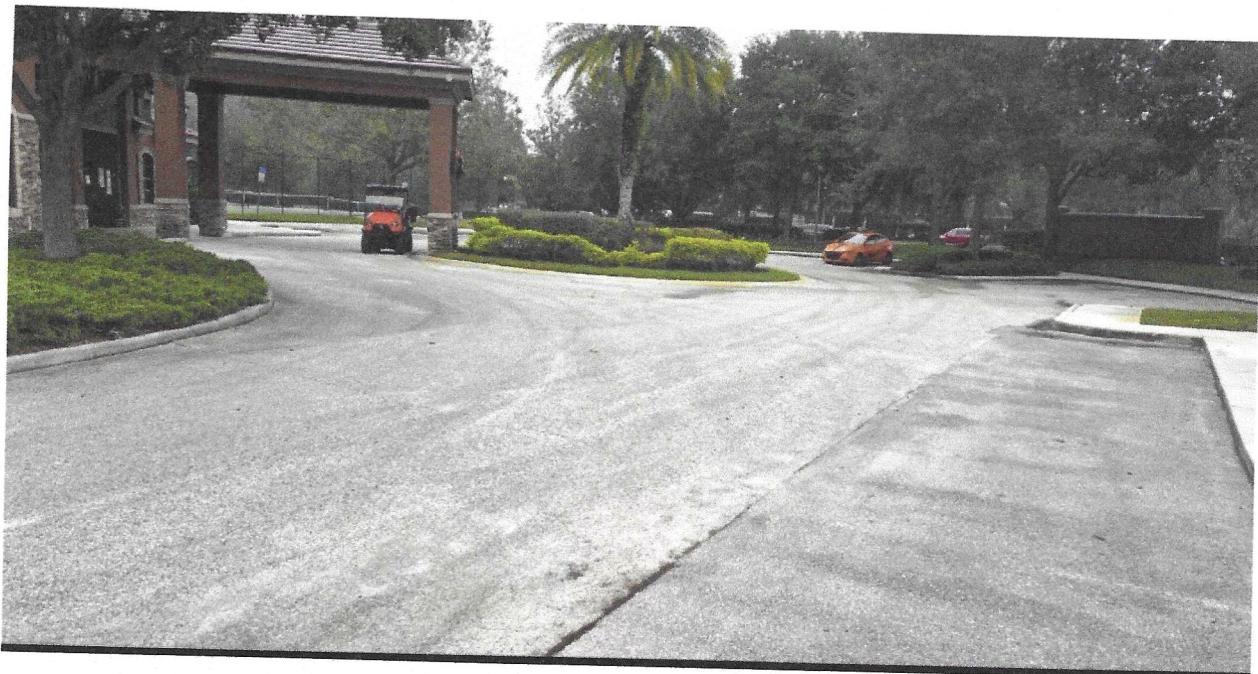
**Total Cost: \$10,500**

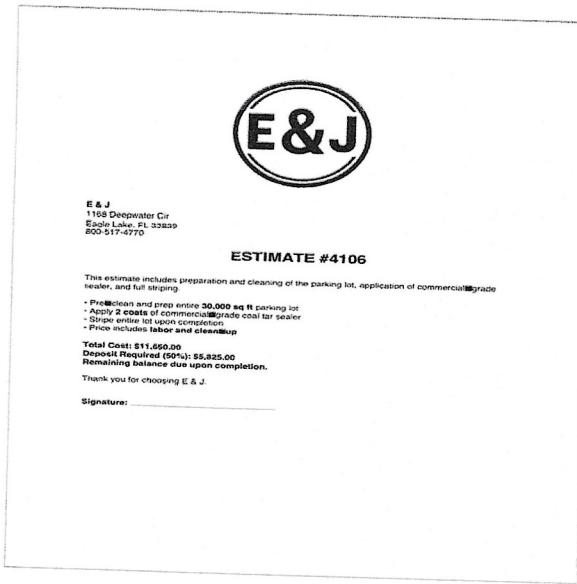
**Terms:** Payment due in full upon completion.

Thank you for choosing J.T. Paving.

**Signature:** \_\_\_\_\_

**Site Photos:**





**E & J**  
1168 Deepwater Cir  
Eagle Lake, FL 33839  
800-517-4770

**Proposal For:**

Joe O'Reilly  
17611 Mentmore Blvd  
Land O'Lakes, FL  
Email: Joe@AnchorstoneMgt.com

## **ESTIMATE #4106**

This estimate includes preparation and cleaning of the parking lot, application of commercial-grade sealer, and full striping.

- Pre-clean and prep entire **30,000 sq ft** parking lot
- Apply **2 coats** of commercial-grade coal tar sealer
- Stripe entire lot upon completion
- Price includes **labor and cleanup**

**Total Cost: \$11,650.00**

**Deposit Required (50%): \$5,825.00**

**Remaining balance due upon completion.**

Thank you for choosing E & J.

**Signature:** \_\_\_\_\_

EXHIBIT 6E

RETURN TO AGENDA



# PROPOSAL

December 3, 2025

Ballantrae HOA  
17611 Mentmore Boulevard  
Land O' Lakes, FL 34638

RE: Ballantrae, front entrance monuments and club house exterior

**\*By signing this proposal, you are agreeing to the Terms and Conditions on the following pages\***

## 1. ITEMS IN SCOPE \$0.00

### *Description of Services:*

HERE ARE THE ITEMS IN SCOPE FOR YOUR PROJECT - SCROLL DOWN FOR THE DETAIL ON PROJECT WORK:

Price is for check only.

Painting of front main entrance monuments on left and right sides and 6 flower pots.  
Washing and painting of all brown stucco walls, fascia/soffits, corbels, trim bands, columns, caps and entrance doors. Also painting the black metal gate/fencing on the larger monument.

\$7,400.00

Full exterior painting of club house and cabana  
\$3,700.00

Full exterior painting of cabana at 17524 Hugh Ln  
\$1,400.00

Lift truck  
\$1,485.00, if we do not need this we will deduct the amount.

### Note;

- Price is base on same colors being repainted; b. If the paint selection chosen(off whites) requires an additional 3rd coat of paint, there will be a surcharge of 25%.
- There is one column with a large crack just below the cap, we will fill this crack with concrete and blend to match existing surface. May not be an exact match, but will be close.
- All gem lights will be taped off prior to painting.

Payment schedule;  
\$6,985.00 to start  
\$7,000.00 due upon completion,

2. Exterior Painting using Duration Satin - PLEASE SCROLL TO BOTTOM TO SEE FINAL TOTAL	\$7,550.00
--	------------

*Description of Services:*  
Exterior Re-Painting Proposal

Polson Painting agrees that full transparency is important in a business relationship, which is why our contract is so long and detailed. We do not want our clients to have any surprises so this contract protects our business as well as our clients. Please do not hesitate to ask clarifying questions should you have them. We treat our existing clients, as well as prospective new clients as family and are so very grateful they trust us with their homes and properties. This is why over 28 years in business, most of our projects come from referrals and repeat clients.

CLIENT MUST EMAIL COLORS TO SERVICE@POLSONPAINTING.COM ONCE CLIENT HAS DECIDED ON COLOR CHOICE. ANY CHANGES TO COLORS AFTER PAINT IS ORDERED WILL RESULT IN CLIENT PAYING FOR ALREADY ORDERED PAINT NOT ABLE TO BE USED DUE TO COLOR CHANGE. PLEASE SECURE YOUR COLORS AND ALLOW AMPLE TIME FOR HOA APPROVAL ( IF APPLICABLE)

Please note: Up to two coats as needed are included in all of our quotes. If customer is choosing a lighter color going over a darker color, a third coat may likely be needed and additional cost will be incurred. Since Polson is not aware of color options at the time of the quote Polson Painting wants to be transparent on this. You can discuss with your project manager if you are choosing lighter colors painted over dark colors.

**SCOPE:**  
Unless otherwise specified, these areas of front monuments will be repainted:  
Painting of front main entrance monuments on left and right sides and 6 flower pots.  
Washing and painting of all brown stucco walls, fascia/soffits, corbels, trim bands, columns, caps and entrance doors. Also painting the black metal gate/fencing on the larger monument.

**Samples:**  
Polson Painting will provide up to 3 free samples upon clients request( providing vendor is able to produce samples) at one visit for all full interior/exterior projects  
- Ordering, picking up and application on or in your home (interiors can be sample boards to allow client to see color choice anywhere in home). Additional samples will be \$13 each additional to be billed at the end of the project.

\*For projects not full interior/exterior, we will be happy to provide samples and apply them for \$13 per sample for first visit. Additional trips for samples will be \$13.00 per sample and a \$25.00 additional trip charge fee, to be invoiced.

Description of work to be completed:

1.Exterior of monuments and 6 flower pots will be pressure washed with a mild solution of chlorine and water. Afterwards all plants will be rinsed off as needed. Pressure washing of fascia, soffit, stucco or sided walls, including patio walls, ceilings, electric/cable boxes, a/c chase, trim bands, gutters, down spouts, painted entry doors (exterior side) and garage

doors only, unless otherwise stated. Patio ceilings or front doors are never pressure washed.

2. Pressure washing may cause spots on your windows due to mild chlorine used. Attempts will be made to rinse this off, however due to the drying process you may need to rinse them additionally. It is possible to uncover hidden damage or repair needs you were not aware of after pressure washing, which can delay your project as those items would most likely need to be repaired. We will discuss your options should that occur. Loose soffits also can be exposed at this time. Pressure washing the outside structure is to properly prepare the surface for painting. If windows, doors or other elements are poorly sealed or not closed, there is a possibility water can intrude into the residence. There is no way to tell if this issue will occur prior to pressure washing. Polson Painting will not be held responsible for any water damage that occurred prior, during or after the pressure washing of the building. This is an indication of potential water intrusion the client will need to address.

3. During the painting process, all windows and sliding doors will be covered with plastic to prevent paint splatters on glass and frames. Metal Frames on windows/doors are typically factory finished and are not painted nor included in the quote. Removal of prior paint from these areas is not included as well.

4. STUCCO CRACKS; will be patched with an elastomeric patching compound. NOTE: OUR CREWS DO THEIR BEST TO BLEND THE PATCHING WHEN WE APPLY THE ELASTOMERIC WITH BRUSHES AND MINI ROLLERS; HOWEVER, UNLESS YOU HAVE THE AREAS RE-STUCCOED (AND SOMETIMES EVEN THEN) IT WILL NOT BE AN EXACT MATCH. Smooth stucco vs rough stucco can show the patching unfortunately.

5. Ceiling corners, trim corners, areas around water faucets, door frames and window frames will be caulked with SHERWIN WILLIAM'S 950 100% acrylic caulking if needed. (Project Manager will determine).

6. Rust areas will be cleaned with a wire brush, treated with OSPHO, primed with a rust primer and painted. Given Florida's humidity \*WE CANNOT GUARANTEE THAT RUST WILL NOT RETURN IN THE SAME AREA OR DIFFERENT AREAS.

7. If Pre-work is needing to be completed this will be indicated by your project manager in the quote under PRE-EXISTING. All pre-work will need to be done prior to your painting project. In some cases, due to client need and schedule, the painting may be done prior. The client agrees to pay Polson a minimum charge of \$50 per man hour to return to paint the repaired item upon completion of the repairs. Polson will look for the soonest available time to paint these repaired areas.

8. Topcoat will be Sherwin Williams Duration Satin finish which typically one coat is only needed for proper process and required millage on previously painted surfaces with a satin finish to stucco/sided walls, painted ceilings, chimney (if applicable), trim bands, painted entry doors, garage doors, fascia and soffits. Second coat will be used if needed. Duration Premium Exterior Coating is formulated with PermaLast® technology and infused with advanced acrylic co-polymers for long-lasting performance. Duration is self-priming and provides a mildew-resistance coating. It requires just one coat for repaints and two coats for new work. We apply the required millage as specified by Sherwin Williams.

a. If painting with white or yellow base there could be an additional charge as additional coats may be required for proper coverage.

b. If the paint selection chosen requires an additional 3rd coat of paint, there will be a

surcharge of 25%. Most projects do not require 3 coats of paint.

c. Whereas we understand clients may change their mind on colors, please understand any color changes on already ordered paint would result in additional paint/ and possibly labor cost (re-painting) and client agrees to pay for those costs in those situations. We always recommend putting samples on your home prior to your painting project to make sure you are satisfied with your color choices.

d. Any vinyl must be a vinyl safe color which must be a light color to avoid warping or buckling. Polson will not use a dark color on any vinyl.

9. Product will be applied in a combination of rolling, spraying and brushing. Back rolling is the only way to evenly apply and push the paint into the nooks and crannies that a sprayer won't get to. Metal soffits under the eaves are sprayed to prevent clogging. Based on this, any clogging would not be as a result of Polson Painting application of paint rather would have been previously clogged. When spraying, the crews apply the paint carefully, however overspray can occur at times on a roof, or other portions of the exterior, this will disappear over time with rain and sun. Client understands and agrees to hold Polson Painting harmless for any potential overspray during your construction project. TILE ROOFS; WE TAKE GREAT CARE WHEN WORKING ON TILE ROOFS, BUT TILE INTEGRITY VARIES, AND SOME MAYBE MORE FRAGILE THAN OTHERS. WHILE WE DO OUR BEST TO PREVENT DAMAGE, WE CANNOT BE HELD RESPONSIBLE FOR ANY POTENTIAL BREAKAGE THAT MAY OCCUR DURING THE PAINTING PROCESS.

10. All exterior painted entry doors will be lightly sanded, primed if needed, and painted with Sherwin Williams Duration or Emerald Urethane or equivalent. There is no way to know if there is condensation or water intrusion in middle of door core in metal or fiberglass doors. Polson's application should not bubble, if so, Polson will address and if needed re-paint that area. If the door continues to bubble the issue could be with the doors. Doors only carry a 6 month workmanship warranty as any issues will surface in that time. Should an issue occur outside of 6 months, there are other factors causing the issue.

12. Please do not negotiate painting of extra items or modifications with our crews. Please call 813-244-5270 or contact your assigned project manager if you would like something additional added or modified to the scope of work. If our crew paints any items that are not covered by the agreed upon written scope of work or as a result damages occur on something that is not in the agreed upon written scope you will be invoiced for the additional work as well as you will not hold Polson Painting responsible for any damages or faulty work. Specific crews are chosen for jobs based on the agreed upon scope of work and crews are not ever authorized to add or modify the agreed upon job.

13. Our service is to beautify your property and to provide additional protection by patching cracks and caulking around window frames if needed. Where this provides some protection, it is not a warranty for waterproofing. We are not responsible for any water intrusion.

14. Please be advised that due to Florida weather conditions cure times vary with exteriors. Please allow 3-4 weeks for paint to harden before hanging any decorations on walls, gutters and especially doors. Fingernails, keys and dogs often can scratch paint if not allowed to cure. If Polson needs to come back for touchups for these reasons, there will be a minimum trip fee of \$50 per man hour

15. Client is responsible for removing items off walls, patios/lanai and putting breakables and perishables away in preparation for pressure washing and painting. If Polson has to remove any items to complete the project or If Polson is asked to remove or place them back due to

any reason, we are happy to do so, however client agrees to understand Polson is not a certified moving company and will hold Polson harmless for any damage that may occur.

17. WASTE FROM YOUR PROJECT I.E PLASTIC, PAPER AND EMPTY PAINT CANS WILL BE PUT INTO PLASTIC BAGS AND LEFT AT FRONT CURB OR IF YOU CHOOSE ON SIDE OF HOME UNTIL YOUR GARBAGE PICK UP DAY.

19. For any plastic items or decorative fixtures or accents( lights etc ) , Polson Painting is not responsible for any cracking or damage. These pieces become very brittle with the hot sun hitting them and often crumble when touched. We often recommend replacing these after your painting project. Polson Painting does not replace lights or any door hardware, client will need to hire a professional for those items.

20. Pre-existing Broken or defective items often are discovered when your home is having work done to it. Polson does not need to do anything with your electrical systems, any issues would not be a result of our service.

21. Please be advised we ask that you move and/or remove any items on your back patio or lanai in preparation for pressure washing and painting. We will be happy to move simple items and our crews will be as careful as they can, however, please understand we will not be held responsible for any damage if we are asked or required to move those items. In addition If any items remaining in the work area (more than a few small items), will need to be moved by the Polson for pressure washing or painting, the Client agrees to pay the Contractor a charge of \$50.00 per man-hour for moving these items with a minimum cost of \$50.

22. Your home is a construction zone during painting. While we try our best to make sure we do not damage plants and/or landscaping, ladder placement to complete your project in the most safe and effective manner may cause some damage as well as during pressure washing and / or painting plants could be damaged despite proper prep and rinsing. In addition, some foot traffic may be needed to complete your project. Damage of landscaping or lawn equipment (ie; sprinklers) is possible and you agree to hold Polson Painting harmless. We recommend any landscaping or paver projects be scheduled after your home is painted. Polson Painting will do their best to rinse off any solution from pressure washing, if a client is concerned about their landscaping it is the clients responsibility to protect or cover their plants and they agree to hold Polson harmless. Client understands that Polson Painting uses water based products and all brushes etc must be washed timely and in between color changes therefore will be washed at their property outside as we use water based paint. This will not damage grass etc due to being water based products.

23. Client agrees and understands that access to the jobsite must be provided between 8 a.m. and 6 p.m., Monday through Saturday, for the duration of this job. We understand clients may have other schedule needs we need to accommodate and are willing to look at the opportunity to do so, therefore, any changes needed to this will need to be approved at least 48 hours in advance with Polson Painting to ensure proper scheduling. If at any time access is not available to the Contractor outside of agreed upon times, the Client agrees to reimburse the Contractor for expenses incurred for travel and lost time at the rate of \$50.00 per man-hour.

24. If your garage or entry exterior door has bubbles or excessive peeling, we can either pressure wash and just paint, which is included in the quote but will be uneven where the bubbles were or where paint was peeling and somewhat patchy looking. We can also offer to

strip the garage, prime and paint, which would not be included in the exterior and we would need to quote for that process separate.

**Client Cancellation Clause :**

- a.Client agrees to pay a \$200 fee as well as any pressure washing completed at a rate of .15 per sq ft or purchased paint/sample fees for any cancellations 2 business days or less prior to start week of project already agreed upon.
- b.For exterior projects, cancellations less than 1 week's notice, or completion of pressure washing, could result in pressure washing fee of .15 per sq ft + any add ons ( columns, side walk, driveway etc) or paint cost charges. Any samples would be billed to customers as well. Most exterior projects are pressure washed 1-2 weeks prior. Customer agrees to pay for any pressure washing completed as well as samples or paint cost for any cancelled projects.
- c. Client understands that Polson Painting is reserving this time frame for your project and there is some office work involved prior to the start date of your project. Should you need to cancel after accepting the contract, there will be a \$100 cancellation fee to care for those items. If your project is rescheduled there is no fee, the project will be rescheduled based on next available date. Client agrees to these terms.

\*Start date of projects will not be discussed or agreed to until this contract is approved. Client understands that the project managers will not be able to guarantee any start dates for projects until the office confirms a scheduled start date. Polson Painting may cancel this contract at any time. Client may cancel contract at any time, however please see above cancellation clause.

This proposal and agreement constitute the entire agreement of the parties. No other agreement, oral or written, pertaining to the work to be performed under this contract exists between the parties. This agreement can be modified only by an agreement in writing approved by client and Polson Painting. No other contract supersedes this contract, electronic signature required unless Polson Painting has approved alternate in writing. Certificates of insurance listing the additional insured for clients, are only provided once a signed agreement is received.

Client understands that due to the virus and other events, supplies and volume for paint manufacturers can be impacted. This has not happened in the Florida market at this time. However, in the event Sherwin Williams paint is not available or additional costs are required by the vendor ( paint cost increase), Polson will advise the client of potential additional costs and offer the use of another paint vendor with applicable grade paint, however the cost could change for materials cost. We would always offer the client the option to push their project out or use the other paint product and/ or pay additional costs.

**3. Lift Trucks** **\$1,485.00**

*Description of Services:*

We may need the use of a lift for the tower, if we do not need a lift this cost will be credited back.

Client understands that a lift is required to complete this project. Lifts typically require a

weekly rental required and client assumes the cost for that. Should additional time be needed outside of this contract, client agrees to pay for those additional charges. Although we do not anticipate any issues, sometimes a clients sidewalks, driveways etc are not structurally sound and lift can cause damage. Clients holds Polson Painting harmless for any liability due to damage caused by the lift to any surface or portion of clients property. Client also agrees and understands that due to unprecedeted materials issues, price is subject to change for lift cost from third party at time of project start. Polson will notify client prior to starting the project of any additional costs.

**4. Exterior Painting using Duration Satin - PLEASE SCROLL TO BOTTOM TO SEE FINAL TOTAL** \$5,250.00

*Description of Services:*  
Exterior Re-Painting Proposal

Polson Painting agrees that full transparency is important in a business relationship, which is why our contract is so long and detailed. We do not want our clients to have any surprises so this contract protects our business as well as our clients. Please do not hesitate to ask clarifying questions should you have them. We treat our existing clients, as well as prospective new clients as family and are so very grateful they trust us with their homes and properties. This is why over 28 years in business, most of our projects come from referrals and repeat clients.

CLIENT MUST EMAIL COLORS TO SERVICE@POLSONPAINTING.COM ONCE CLIENT HAS DECIDED ON COLOR CHOICE. ANY CHANGES TO COLORS AFTER PAINT IS ORDERED WILL RESULT IN CLIENT PAYING FOR ALREADY ORDERED PAINT NOT ABLE TO BE USED DUE TO COLOR CHANGE. PLEASE SECURE YOUR COLORS AND ALLOW AMPLE TIME FOR HOA APPROVAL ( IF APPLICABLE)

Please note: Up to two coats as needed are included in all of our quotes. If customer is choosing a lighter color going over a darker color, a third coat may likely be needed and additional cost will be incurred. Since Polson is not aware of color options at the time of the quote Polson Painting wants to be transparent on this. You can discuss with your project manager if you are choosing lighter colors painted over dark colors.

**SCOPE:**

Unless otherwise specified, these areas of club house and cabana, also the cabana at Hugh Ln; will be repainted: : fascia/soffits, stucco or sided walls, including patio walls, painted ceilings, electric/cable boxes, a/c chase, trim bands, gutters(painted trim color), down spouts(painted body color), chimneys(if applicable), shutters(if applicable) painted entry doors (exterior side) and garage doors. Any vinyl must be in a vinyl safe color which must be a light color. Dark colors can and will cause vinyl siding to warp in the heat. Client agrees to hold Polson Painting harmless for any vinyl that buckles/warps as that will not be due to the workmanship.

NOTE; the metal brown or white scallops between the top of drip edge and right under the roof tiles around the top is not included in the price. If you want this section painted around the top, there will be an additional charge.

\* Gutters/downspouts on pool cages are not included and are not typically painted as they should match/ blend with the pool cage color.

\*Pressure Washing of house included for full exteriors re-paints/ paint only unless specified in scope

Polson Painting pressure washers are not landscaping experts and all plants etc have

different needs. Plants etc will be rinsed after pressure washing however the client should turn on sprinklers after pressure washing and/or consult their landscaper to protect their plants etc. Client agrees to hold Polson Painting harmless should any damage occur.

**Samples:**

Polson Painting will provide up to 3 free samples upon clients request( providing vendor is able to produce samples) at one visit for all full interior/exterior projects

- Ordering, picking up and application on or in your home (interiors can be sample boards to allow client to see color choice anywhere in home).Additional samples will be \$13 each additional to be billed at the end of the project.

\*For projects not full interior/exterior, we will be happy to provide samples and apply them for \$13 per sample for first visit. Additional trips for samples will be \$13.00 per sample and a \$25.00 additional trip charge fee, to be invoiced.

**Description of work to be completed:**

1.Exterior of home will be pressure washed with a mild solution of chlorine and water. Afterwards all plants will be rinsed off as needed. Pressure washing of fascia, soffit, stucco or sided walls, including patio walls, ceilings, electric/cable boxes, a/c chase, trim bands, gutters, down spouts, painted entry doors (exterior side) and garage doors only, unless otherwise stated. Patio ceilings or front doors are never pressure washed.

2. Pressure washing may cause spots on your windows due to mild chlorine used. Attempts will be made to rinse this off, however due to the drying process you may need to rinse them additionally. It is possible to uncover hidden damage or repair needs you were not aware of after pressure washing, which can delay your project as those items would most likely need to be repaired. We will discuss your options should that occur. Loose soffits also can be exposed at this time. Pressure washing the outside structure is to properly prepare the surface for painting. If windows, doors or other elements are poorly sealed or not closed, there is a possibility water can intrude into the residence. There is no way to tell if this issue will occur prior to pressure washing. Polson Painting will not be held responsible for any water damage that occurred prior, during or after the pressure washing of the building. This is an indication of potential water intrusion the client will need to address.

3. During the painting process, all windows and sliding doors will be covered with plastic to prevent paint splatters on glass and frames. Metal Frames on windows/doors are typically factory finished and are not painted nor included in the quote. Removal of prior paint from these areas is not included as well.

4. STUCCO CRACKS; will be patched with an elastomeric patching compound. NOTE: OUR CREWS DO THEIR BEST TO BLEND THE PATCHING WHEN WE APPLY THE ELASTOMERIC WITH BRUSHES AND MINI ROLLERS; HOWEVER, UNLESS YOU HAVE THE AREAS RE-STUCCOED (AND SOMETIMES EVEN THEN) IT WILL NOT BE AN EXACT MATCH. Smooth stucco vs rough stucco can show the patching unfortunately.

5. Ceiling corners, trim corners, areas around water faucets, door frames and window frames will be caulked with SHERWIN WILLIAM'S 950 100% acrylic caulking if needed. (Project Manager will determine).

6. Rust areas will be cleaned with a wire brush, treated with OSPHO, primed with a rust primer and painted. Given Florida's humidity \*WE CANNOT GUARANTEE THAT RUST WILL

NOT RETURN IN THE SAME AREA OR DIFFERENT AREAS.

7.If Pre-work is needing to be completed this will be indicated by your project manager in the quote under PRE-EXISTING. All pre-work will need to be done prior to your painting project. In some cases, due to client need and schedule, the painting may be done prior. The client agrees to pay Polson a minimum charge of \$50 per man hour to return to paint the repaired item upon completion of the repairs. Polson will look for the soonest available time to paint these repaired areas.

8.Topcoat will be Sherwin Williams Duration Satin finish which typically one coat is only needed for proper process and required millage on previously painted surfaces with a satin finish to stucco/sided walls, painted ceilings, chimney (if applicable), trim bands, painted entry doors, garage doors, fascia and soffits. Second coat will be used if needed.

Duration Premium Exterior Coating is formulated with PermaLast® technology and infused with advanced acrylic co-polymers for long-lasting performance. Duration is self-priming and provides a mildew-resistance coating. It requires just one coat for repaints and two coats for new work. We apply the required millage as specified by Sherwin Williams.

a.If painting your home white or yellow base there could be an additional charge as additional coats may be required for proper coverage.

b. If the paint selection chosen requires an additional 3rd coat of paint, there will be a surcharge of 25%. Most projects do not require 3 coats of paint.

c.Whereas we understand clients may change their mind on colors, please understand any color changes on already ordered paint would result in additional paint/ and possibly labor cost (re-painting) and client agrees to pay for those costs in those situations. We always recommend putting samples on your home prior to your painting project to make sure you are satisfied with your color choices.

d. Any vinyl must be a vinyl safe color which must be a light color to avoid warping or buckling. Polson will not use a dark color on any vinyl.

9.Product will be applied in a combination of rolling, spraying and brushing. Back rolling is the only way to evenly apply and push the paint into the nooks and crannies that a sprayer won't get to. Metal soffits under the eaves are sprayed to prevent clogging. Based on this, any clogging would not be as a result of Polson Painting application of paint rather would have been previously clogged. When spraying, the crews apply the paint carefully, however overspray can occur at times on a roof, or other portions of the exterior, this will disappear over time with rain and sun. Client understands and agrees to hold Polson Painting harmless for any potential overspray during your construction project. TILE ROOFS; WE TAKE GREAT CARE WHEN WORKING ON TILE ROOFS, BUT TILE INTEGRITY VARIES, AND SOME MAYBE MORE FRAGILE THAN OTHERS. WHILE WE DO OUR BEST TO PREVENT DAMAGE, WE CANNOT BE HELD RESPONSIBLE FOR ANY POTENTIAL BREAKAGE THAT MAY OCCUR DURING THE PAINTING PROCESS.

10.All exterior painted entry doors will be lightly sanded, primed if needed, and painted with Sherwin Williams Duration or Emerald Urethane or equivalent. There is no way to know if there is condensation or water intrusion in middle of door core in metal or fiberglass doors. Polson's application should not bubble, if so, Polson will address and if needed re-paint that area. If the door continues to bubble the issue could be with the doors. Doors only carry a 6 month workmanship warranty as any issues will surface in that time. Should an issue occur outside of 6 months, there are other factors causing the issue.

11. If door is stained and you would like it re-stained, there will be an additional charge.

12. Please do not negotiate painting of extra items or modifications with our crews. Please call 813-244-5270 or contact your assigned project manager if you would like something additional added or modified to the scope of work. If our crew paints any items that are not covered by the agreed upon written scope of work or as a result damages occur on something that is not in the agreed upon written scope you will be invoiced for the additional work as well as you will not hold Polson Painting responsible for any damages or faulty work. Specific crews are chosen for jobs based on the agreed upon scope of work and crews are not ever authorized to add or modify the agreed upon job.

13. Our service is to beautify your home and to provide additional protection by patching cracks and caulking around window frames if needed. Where this provides some protection, it is not a warranty for waterproofing. We are not responsible for any water intrusion.

14. Please be advised that due to Florida weather conditions cure times vary with exteriors. Please allow 3-4 weeks for paint to harden before hanging any decorations on walls, gutters and especially doors. Fingernails, keys and dogs often can scratch paint if not allowed to cure. If Polson needs to come back for touchups for these reasons, there will be a minimum trip fee of \$50 per man hour

15. Client is responsible for removing items off walls, patios/lanai and putting breakables and perishables away in preparation for pressure washing and painting. If Polson has to remove any items to complete the project or If Polson is asked to remove or place them back due to any reason, we are happy to do so, however client agrees to understand Polson is not a certified moving company and will hold Polson harmless for any damage that may occur.

16. Choice of colors and placement are up to the client. The contract covers up to 4 colors on your home, however if the client wants more colors, please discuss with your project manager.

By default, typically all exteriors will be painted with up to 3-4 different colors of the customer's choice as follows unless customer provides otherwise in writing with an agreed response from Polson Painting. Customer will provide their 3-4 color choices (body, trim, fascia/soffit and front door). Unless otherwise notified by the client in writing, the default color scheme placement will be

- House, garage and exterior doors and 1-inch lip against stucco holding soffit in place will be painted the body color
- Trim and fascia/soffit will be the same color as trim
- Gutters (if applicable) will be painted top portion/trim color and downspout/ body
- Front door will be painted a separate color provided by customer via email or text
- Face and insert of exterior bands on the home will be painted trim color
- Band edge will be painted body color

Any questions or desire to change the above, please discuss with your project manager, we are happy to make whatever changes you wish.

17. WASTE FROM YOUR PROJECT I.E PLASTIC, PAPER AND EMPTY PAINT CANS WILL BE PUT INTO PLASTIC BAGS AND LEFT AT FRONT CURB OR IF YOU CHOOSE ON SIDE OF HOME UNTIL YOUR GARBAGE PICK UP DAY.

18. For exteriors any screens to be replaced are the responsibility of the homeowner if access

is needed for proper and safe painting. We will be happy to recommend a vendor for this service

19. For any plastic items or decorative fixtures or accents( lights etc ) , Polson Painting is not responsible for any cracking or damage. These pieces become very brittle with the hot sun hitting them and often crumble when touched. We often recommend replacing these after your painting project. Polson Painting does not replace lights or any door hardware, client will need to hire a professional for those items.

20. Pre-existing Broken or defective items often are discovered when your home is having work done to it. Polson does not need to do anything with your electrical systems, any issues would not be a result of our service.

21. Please be advised we ask that you move and/or remove any items on your back patio or lanai in preparation for pressure washing and painting. We will be happy to move simple items and our crews will be as careful as they can, however, please understand we will not be held responsible for any damage if we are asked or required to move those items. In addition If any items remaining in the work area (more than a few small items), will need to be moved by the Polson for pressure washing or painting, the Client agrees to pay the Contractor a charge of \$50.00 per man-hour for moving these items with a minimum cost of \$50.

22. Your home is a construction zone during painting. While we try our best to make sure we do not damage plants and/or landscaping, ladder placement to complete your project in the most safe and effective manner may cause some damage as well as during pressure washing and / or painting plants could be damaged despite proper prep and rinsing. In addition, some foot traffic may be needed to complete your project. Damage of landscaping or lawn equipment (ie; sprinklers) is possible and you agree to hold Polson Painting harmless. We recommend any landscaping or paver projects be scheduled after your home is painted. Polson Painting will do their best to rinse off any solution from pressure washing, if a client is concerned about their landscaping it is the clients responsibility to protect or cover their plants and they agree to hold Polson harmless. Client understands that Polson Painting uses water based products and all brushes etc must be washed timely and in between color changes therefore will be washed at their property outside as we use water based paint. This will not damage grass etc due to being water based products.

23. Client agrees and understands that access to the jobsite must be provided between 8 a.m. and 6 p.m., Monday through Saturday, for the duration of this job. We understand clients may have other schedule needs we need to accommodate and are willing to look at the opportunity to do so, therefore, any changes needed to this will need to be approved at least 48 hours in advance with Polson Painting to ensure proper scheduling. If at any time access is not available to the Contractor outside of agreed upon times, the Client agrees to reimburse the Contractor for expenses incurred for travel and lost time at the rate of \$50.00 per man-hour.

24. If your garage or entry exterior door has bubbles or excessive peeling, we can either pressure wash and just paint, which is included in the quote but will be uneven where the bubbles were or where paint was peeling and somewhat patchy looking. We can also offer to strip the garage, prime and paint, which would not be included in the exterior and we would need to quote for that process separate.

Client Cancellation Clause :

- a.Client agrees to pay a \$200 fee as well as any pressure washing completed at a rate of .15 per sq ft or purchased paint/sample fees for any cancellations 2 business days or less prior to start week of project already agreed upon.
- b.For exterior projects, cancellations less than 1 week's notice, or completion of pressure washing, could result in pressure washing fee of .15 per sq ft + any add ons ( columns, side walk, driveway etc) or paint cost charges. Any samples would be billed to customers as well. Most exterior projects are pressure washed 1-2 weeks prior. Customer agrees to pay for any pressure washing completed as well as samples or paint cost for any cancelled projects.
- c. Client understands that Polson Painting is reserving this time frame for your project and there is some office work involved prior to the start date of your project. Should you need to cancel after accepting the contract, there will be a \$100 cancellation fee to care for those items. If your project is rescheduled there is no fee, the project will be rescheduled based on next available date. Client agrees to these terms.

\*Start date of projects will not be discussed or agreed to until this contract is approved. Client understands that the project managers will not be able to guarantee any start dates for projects until the office confirms a scheduled start date. Polson Painting may cancel this contract at any time. Client may cancel contract at any time, however please see above cancellation clause.

This proposal and agreement constitute the entire agreement of the parties. No other agreement, oral or written, pertaining to the work to be performed under this contract exists between the parties. This agreement can be modified only by an agreement in writing approved by client and Polson Painting. No other contract supersedes this contract, electronic signature required unless Polson Painting has approved alternate in writing. Certificates of insurance listing the additional insured for clients, are only provided once a signed agreement is received.

Client understands that due to the virus and other events, supplies and volume for paint manufacturers can be impacted. This has not happened in the Florida market at this time. However, in the event Sherwin Williams paint is not available or additional costs are required by the vendor ( paint cost increase), Polson will advise the client of potential additional costs and offer the use of another paint vendor with applicable grade paint, however the cost could change for materials cost. We would always offer the client the option to push their project out or use the other paint product and/ or pay additional costs.

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**5. additional discount for package deal. (\$300.00)**

<b>Subtotal:</b>	<b>\$13,985.00</b>
<b>*0% Tax:</b>	<b>\$0.00</b>
<b>TOTAL:</b>	<b>\$13,985.00</b>

## Terms and Conditions

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1. For Exterior Projects - It is the sole responsibility of the homeowner to have colors approved by their HOA prior to painting.
2. In most cases, your Project Manager will stop by to check on the progress. If you have any issues or concerns during the process, please contact them or the office at 813-244-5270
3. If we see anything of major concern during the painting process, you will be informed before we proceed further. Extras will be considered work that is not outlined in the scope above: i.e. wood repairs, major stucco issues, or the painting of lamps. (For example, in many cases it may be cheaper to buy new lamps than to have us paint them in the proper manner). Should you decide you want anything additional completed by Polson Painting, please contact our Office. Please do not attempt to negotiate with the crew for additional work requested.
4. This Proposal & Agreement is valid for six (6) months. Delay in acceptance will require a verification of prevailing labor and material cost.
5. Polson Painting will produce an industry standard "properly painted surface." A "properly painted surface" is defined as uniform in appearance, color, and sheen. In order to determine whether a surface has been "properly painted" it shall be examined without magnification at a distance of thirty-nine (39) inches or one (1) meter, or more, under finished lighting conditions and from a normal viewing position.
6. This proposal and agreement constitute the entire agreement of the parties. No other agreement, oral or written, pertaining to the work to be performed under this contract exists between the parties. This agreement can be modified only by an agreement in writing signed by both parties.

## Payment Schedule

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**NO MONEY DOWN! The full amount of the agreement is to be paid at the completion of the work, unless touch up painting is required to be done at a later date then we will only allow a 10% retainment on the outstanding balance. Payment constitutes Owners acceptance of the work. \*Some projects will have a different payment schedule which will be outlined above in the breakdown of the contract.**

\*Additional Touch Ups after initial agreed upon touchups are subject to an additional trip charge of \$50 per man hour

## Product Limited Warranty

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Polson Painting projects using Sherwin Williams Paint offer a minimum 5 year manufacturer's warranty. All details are listed on Sherwin Williams's products. This warranty does not cover damages, normal wear and tear, rust, neglect or abuse.

## Customer Privacy Notice

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In an effort to offer specials and discounts to our customers we will be sending marketing messages from time to time. We absolutely will never sell your information or share it with anyone. If you do not want to receive marketing messages please advise us and we will remove you or you may opt out should you receive a message.

*Signatures follow on next page.*

## Signatures

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You hereby authorize Polson Painting to furnish all labor required to complete the work according to the job specifications, terms and conditions of this proposal, for which you agree to pay the amount listed above. This agreement can be terminated by either party, client agrees to pay for costs of actions/materials should they already be purchased if terminating contract.

Client: \_\_\_\_\_  
Ballantrae HOA \_\_\_\_\_ Date \_\_\_\_\_

Proposal Submitted By:

Polson Rep: Don Polson \_\_\_\_\_  
Polson Painting \_\_\_\_\_ Date \_\_\_\_\_

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### **Thank you for the opportunity to earn your business!**

We understand that your home is an important part of your life, and Polson Painting works hard to provide you with the highest quality materials, workmanship, and customer service to deliver a finished product that you will love for years to come. We hope that at the completion of this project, we will be your painters for life!

Polson Painting is proud to provide a 26-month workmanship warranty for our services along with Sherwin Williams's product warranty. Please see your Project Manager for details, or go to [Polsonpainting.com](http://Polsonpainting.com) and click on "more" than choose Warranty info for details.

Our company has been providing excellent service to homeowners since 1995 and we would like to add you to our list of satisfied customers. The names below are but a few of those who can help you in deciding which company to hire to enhance the beauty of your home. We are also members of Angie's List and have worked diligently to maintain an "A" rating. Please feel free to call any of the below customers to inquire about our company. Once you have made your decision on Polson Painting, please give us a call.

#### References:

Mr. and Mrs. Edwards  
Tampa, FL  
(813) 731-2378

Mr. and Mrs. Rivers  
New Tampa, FL  
(813) 787-6514

John Corn, Manager  
Sherwin Williams  
11685 Sheldon Rd  
926-4503

\*When Replying through the quoting/invoicing email system, please be sure to choose "**Reply All**", to ensure that we receive your response!



EXHIBIT 7

RETURN TO AGENDA

Haven Management Solutions

Monthly Landscape Inspection: 1/12/2025

Community: Ballantrae CDD

Area: Ballantrae Blvd. East

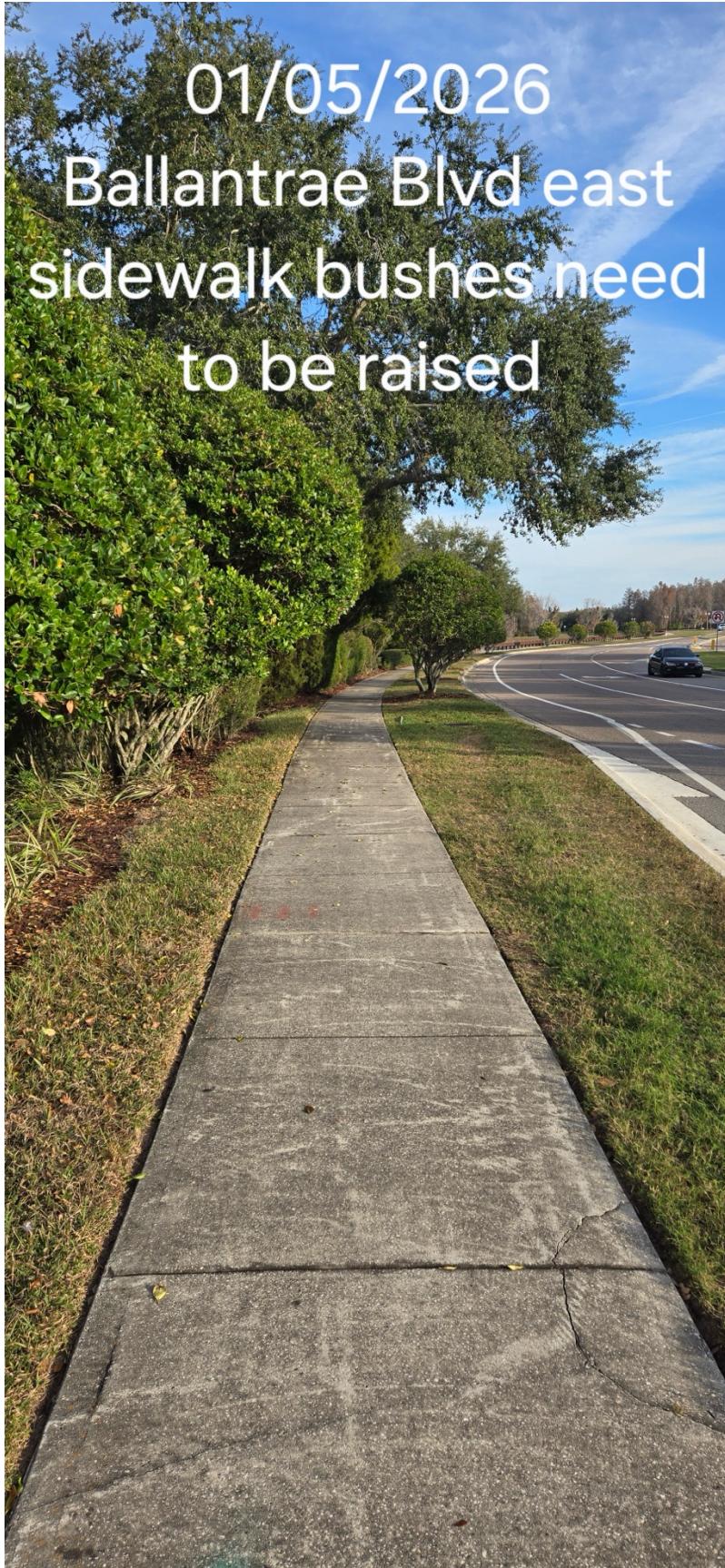
Landscape Inspection Items	Score	Max Points
Turf - Mow, Hard Edge, & Blow	10	10
Turf Mow - Pond Banks - No Grass Clumping or Rutting Mowed on Schedule	10	10
Turf Fertility - Bahia - Naturally dormant (brown) in the winter. Color & Growth Density	15	15
Turf Fertility - Non Bahia - Color and Growth Density	12	15
Turf Areas - Weed Control	8	10
Bed Weed Control	8	10
Shrub & Plant Pruning & Shape - Deadheading & Appearance	8	10
Shrub Fertility & Vitality	8	10
Debris & Trash Management	10	10
Total Points Landscape Inspection Items - Failure is Deemed to be at 80% : 80 or lower	89%	100
Other Landscape Maintenance Items Based on Contract Terms	Score	Max Points
Turf Fertilizer & Pesticide Management - Applied Pursuant to Months Cited in Contract Terms	9	10
Plant Material Fertilization Management - Applied Pursuant to Contract Terms	10	10
Tree Pruning - Trees Lifted in Accordance with Contract terms - 10 to 12'	9	10
Reporting Requirements & District Receipt - Based on Contract Terms	20	20
Total Points Other Landscape Items - Failure is at 90%, 45 or lower	47%	50
Other Landscape Supplemental Items		
Annals - Vigor & Appearance - Planted in Accordance with Contract Terms Schedule	9	10
Mulch - Even Distribution - Not greater than 4"	10	10
Deep in Accordance with Contract Terms Schedule		
Total Points Other Landscape Supplemental Items- Failure is at 80%, 16 or below	19%	20



01/05/2026

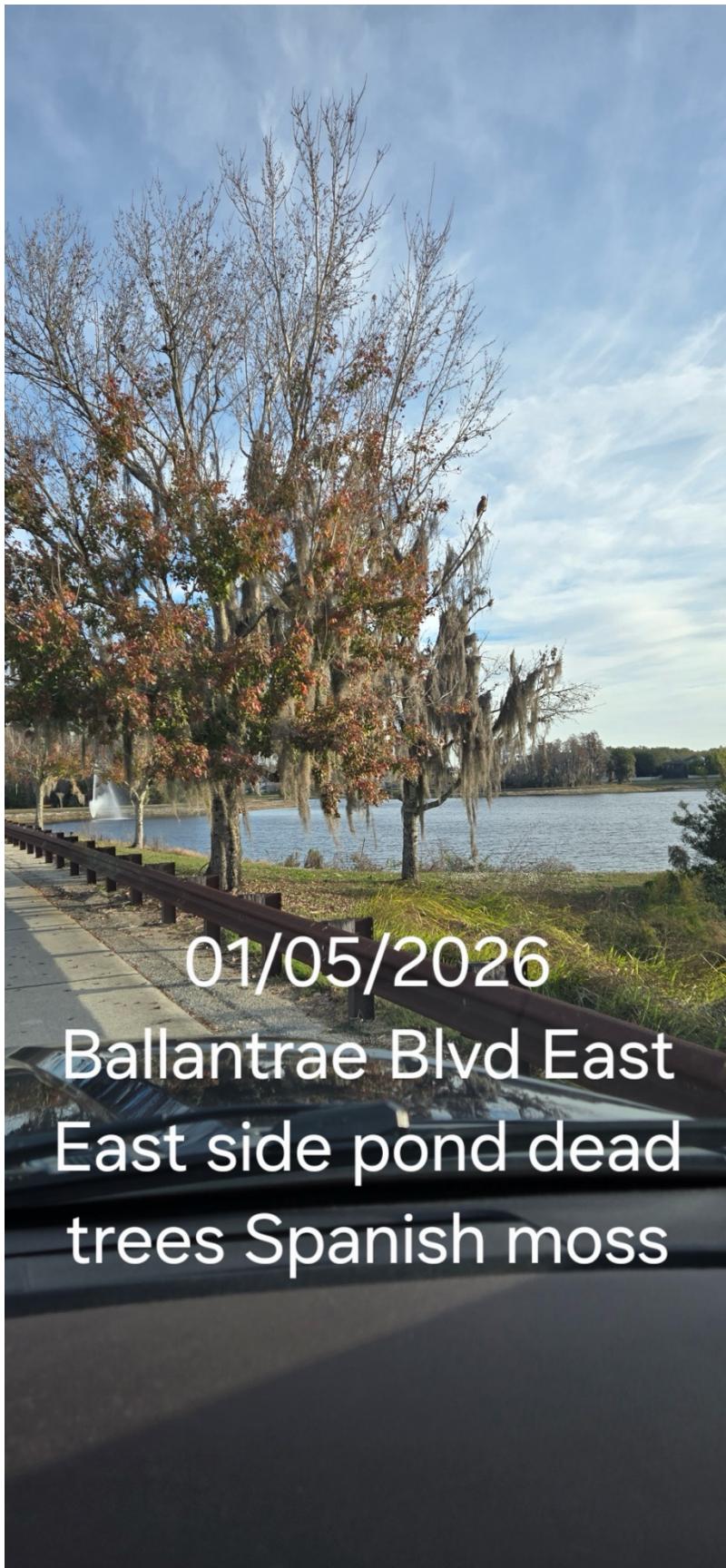
Ballantrae Blvd East  
sign almost touching  
ground needs to be  
raised

01/05/2026  
Ballantrae Blvd east  
sidewalk bushes need  
to be raised



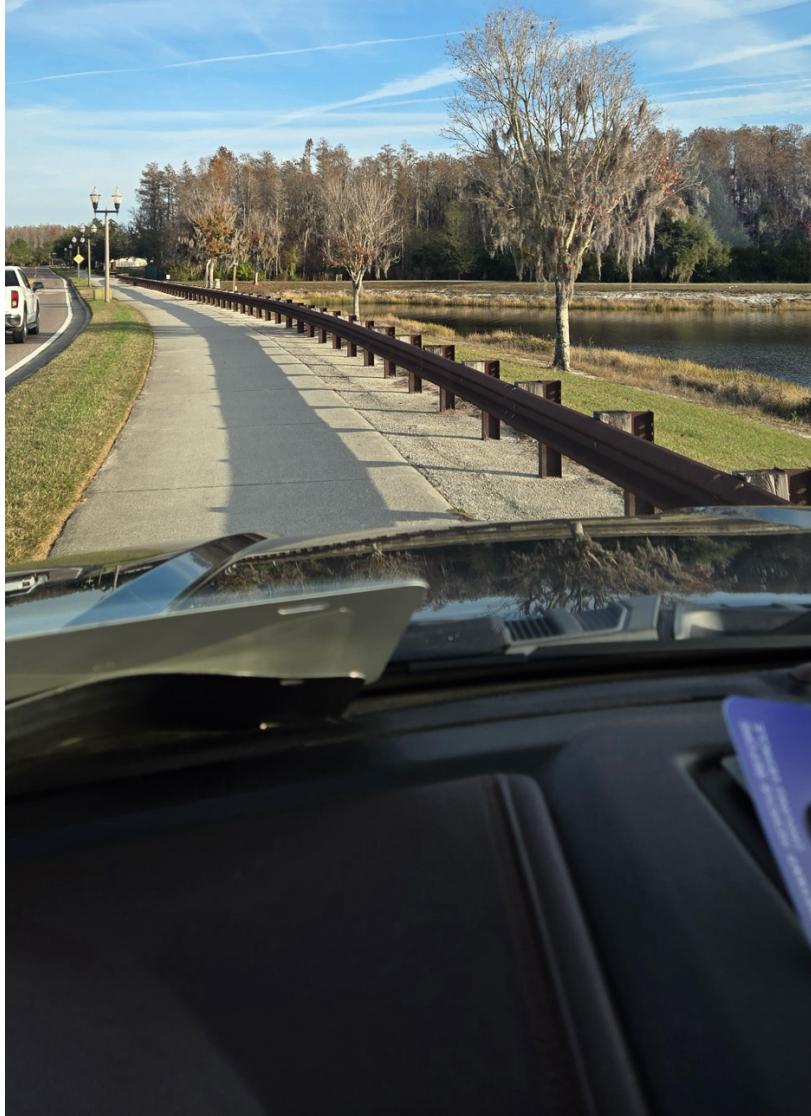
01/05/2025 Ballantrae  
Blvd east left  
Monument  
hedges need to be  
evened up





01/05/2026  
Ballantrae Blvd East  
East side pond dead  
trees Spanish moss

01/05/2025  
Ballantrae Blvd East  
trees are dead or  
covered in moss



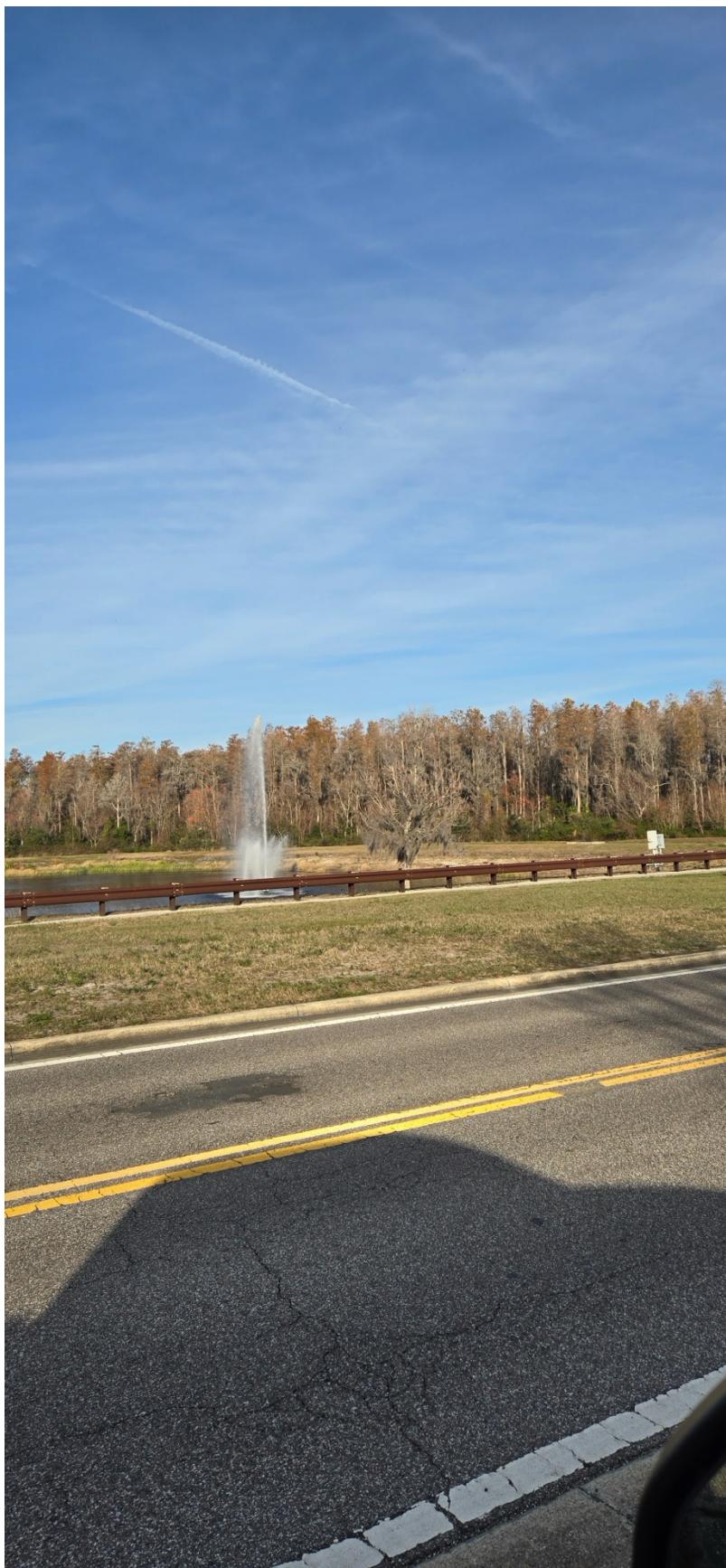


EXHIBIT 8

RETURN TO AGENDA

**MINUTES OF DECEMBER 18, 2025 REGULAR MEETING  
BALLANTRAE COMMUNITY DEVELOPMENT DISTRICT**

The Regular Meeting of the Board of Supervisors of the Ballantrae Community Development District was held Thursday, December 18, 2025 at 6:30 p.m. at Ballantrae Community Center, 17611 Mentmore Blvd., Land O'Lakes, Florida 34638. The public was able to listen and/or participate in-person or live via conference.

## **I. Call to Order and Roll Call**

The meeting was called to order by the District Manager Ms. Lyalina. Roll was called and a quorum was confirmed with the following Supervisors present:

Richard Levy..... Board of Supervisors, Chairman  
Chris Milano ..... Board of Supervisors, Vice Chair  
Kendrick Miller..... Board of Supervisors, Assistant Secretary  
Brian Giacobbe ..... Board of Supervisors, Assistant Secretary

Also present were:

Patricia Thibault ..... District Manager, Haven Management Solutions  
Matt Goldrick ..... Steadfast  
Anna Lyalina ..... District Manager, Anchor Stone Management  
Joe O'Reilly ..... Field Manager, Anchor Stone Management  
Garry Kubler ..... Maintenance, Ballantrae CDD

It was acknowledged that a quorum was established with the Chair Levy, Vice Chair Milano, Supervisor Miller, Supervisor Giacobbe, present in person.

## **II. Audience Questions and Comments on Agenda Items (limited to 3 minutes per individual)**

The Board heard comments from an individual wanting to provide tennis lessons to District residents on the District tennis courts.

### 29 III. Vendor & Professional Reports

## A. Steadfast Environmental Report

The Board reviewed the reports that were submitted by Steadfast Matt Goldrick.

## 1. Conservation Area Inspection Report

The Conservation Area Inspection Report was presented with no observations cited.

## 2. Waterway Inspection Report

The Waterway Inspection Report was discussed.

## B. Steadfast Maintenance Division

## 1. Presentation & Discussion of Maintenance Report

The Maintenance Report was presented by Steadfast Matt Goldrick. Discussion advised on the recent mulch installation as well as status on trimming pine trees along sidewalks to provide additional clearance.

### C. Stantec – Project Manager Greg Woodcock

Mr. Woodcock was not present at the meeting. Supervisor Milano provided an update on the Amenity Center expansion.

47      **D. Amenity Manager**

48      **1. Consideration for Approval - Bandu Pools - \$1,450.44 - Pool Return Valves**

49      On a MOTION by Supervisor Milano, SECONDED by Supervisor Miller, WITH ALL IN FAVOR, the Board approved  
50      the Bandu Pools Proposal for \$1,450.44 for Pool Return Valves for the Ballantrae Community Development District.

51      **2. Consideration for Approval - Polson Painting - \$13,985**

52      The Board discussed the proposal and gave direction to table the consideration of the proposal until the Board could  
53      review paint samples.

54      **3. Consideration of Proposals for the Amenity Team to Purchase Supplies for Parking Lot Painting -**  
55      **\$310.17**

56      The Board gave direction to table the matter

57      **4. Consideration of Proposal – U Need Concrete - \$3,500 – Concrete Grinding**

58      The Board gave direction to table the matter until additional proposals were obtained.

59      **5. Presentation of the Amenity Report**

60      Amenity team presented the report . Discussion ensued

61      **❖ Presentation of Field Manager Report**

62      Anchor Stone Joe O'Reilly presented his report to the Board. Discussion ensued.

63      **❖ Consideration of Proposal - GK Electrical Solutions – Pond Aeration System Upgrade - \$4,675**

64      On a MOTION by Supervisor Milano, SECONDED by Supervisor Miller, WITH ALL IN FAVOR, the Board approved  
65      the GK Electrical Solutions Proposal for \$4,675 Dependent on Warranties for the Ballantrae Community Development  
66      District.

67      **❖ Walk On Proposal – Backflow Inspection – Keystone - \$380**

68      On a MOTION by Supervisor Levy, SECONDED by Supervisor Milano, WITH ALL IN FAVOR, the Board approved  
69      the Keystone Proposal for Backflow Inspection for \$380 for the Ballantrae Community Development District.

70      **6. Discussion of Lawson Courts Response to Contract**

71      The Board gave direction to obtain additional proposal for the work to be performed

72      **❖ Walk On Proposal – Pressure Washing - \$975**

73      On a MOTION by Supervisor Milano, SECONDED by Supervisor Miller, WITH ALL IN FAVOR, the Board  
74      approved the Proposal for Pressure Washing of the Tennis Court for \$975 for the Ballantrae Community Development  
75      District.

76      **E. District Manager**

77      Discussion ensued regarding the transition. Haven Director of District Operations advised that the final billing was  
78      sent to District Counsel for his review on the matter.

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90 **IV. Administrative Items**

91 **1. Consideration for Acceptance: Minutes of the Regular Meeting of Board of Supervisors Held November**  
92 **20, 2025**

93 The Board reviewed the minutes of the Regular Meeting of the Board of Supervisors held November 20, 2025.  
94 Following review, the minutes were accepted by motion.

95 On a MOTION by Supervisor Milano, SECONDED by Supervisor Giacobbe, WITH ALL IN FAVOR, the Board  
96 accepted the Minutes of the Regular Meeting of Board of Supervisors Held November 20 2025 for the Ballantrae  
97 Community Development District.

98 **2. Consideration for Approval: The October 2025 Unaudited Financial Statements**

99 The October 2025 unaudited financial statements were presented and reviewed. Following discussion, the Board  
100 approved the October 2025 unaudited financial statements by motion.

101 On a MOTION by Supervisor Giacobbe, SECONDED by Supervisor Milano, WITH ALL IN FAVOR, the Board  
102 approved the September 2025 Unaudited Financial Statements for the Ballantrae Community Development District.

103 **3. Consideration for Approval - Contract for Haven Management Solutions**

104 On a MOTION by Chairman Levy, SECONDED by Supervisor Giacobbe, WITH ALL IN FAVOR, the Board approved  
105 the Contract for Haven Management Solutions in Substantial Form for the Ballantrae Community Development District.

106 **4. Consideration for Adoption Resolution 2026-02, A Designation of Officers**

107 On a MOTION by Chairman Levy, SECONDED by Supervisor Giacobbe, WITH ALL IN FAVOR, The Board Adopted  
108 Resolution 2026-02 for the Ballantrae Community Development District

109 **5. Consideration for Adoption Resolution 2026-03, Designating Authorized Signors**

110 On a MOTION by Chairman Levy, SECONDED by Supervisor Giacobbe, WITH ALL IN FAVOR, The Board Adopted  
111 Resolution 2026-03 for the Ballantrae Community Development District

112 **6. Ratifications**

113 **❖ Tampa Bay & Orlando Food Trucks - \$1,309.28**

114 On a MOTION by Supervisor Milano, SECONDED by Supervisor Miller, WITH ALL IN FAVOR, the Board ratified  
115 the Proposal for Tampa Bay & Orlando Food Trucks for \$1,309.28 for the Ballantrae Community Development District.

116 **❖ Roof X - \$4,750 for Tower Repairs**

117 On a MOTION by Supervisor Milano, SECONDED by Supervisor Miller, WITH ALL IN FAVOR, the Board ratified  
118 the Proposal for Roof X in for \$4,750 for Tower Repairs for the Ballantrae Community Development District.

119 **❖ Steadfast - \$1,250 for Facia Painting**

120 On a MOTION by Supervisor Milano, SECONDED by Supervisor Giacobbe, WITH ALL IN FAVOR, the Board ratified  
121 the Proposal for Steadfast for Facia Painting for \$1,250 for the Ballantrae Community Development District.

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135 **V. Audience Comments New Business Items (limited to 3 minutes per individual)**

136 There were no audience comments on new business items.

137 **VI. Supervisor Requests**

138 Supervisor Milano introduced discussion regarding holiday bonuses to the amenity team, The discussion included  
139 bonuses to be awarded to Mr. Kubler in the amount of \$350, Mr. Farmer in the amount of \$300 and Mr. Clawson in the  
140 amount of \$100.

141 On a MOTION by Supervisor Milano, SECONDED by Supervisor Giacobbe, WITH ALL IN FAVOR, the Board  
142 Approved for Bonuses to be Distributed to Mr. Kubler - \$350, Mr. Farmer - \$300 and Mr. Clawson - \$100 for the  
143 Ballantrae Community Development District.

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145 **VII. Adjournment**

146 There being no further business, the meeting was adjourned

147 On a MOTION by Supervisor Giacobbe, SECONDED by Supervisor Miller, WITH ALL IN FAVOR, the Board  
148 adjourned the Meeting for the Ballantrae Community Development District.

149

150 *~Any individual who wishes to appeal a decision made by the Board with respect to any matter considered at this meeting  
151 is hereby advised that they may be responsible for ensuring that a verbatim record of the proceedings is made, including  
152 all testimony and evidence upon which the appeal is based.~*

153  
154 The meeting minutes were approved by a vote of the Board of Supervisors during a publicly noticed meeting held on  
155 **Janaury 14, 2026.**

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159 **Signature**

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164 **Signature**

165 **Printed Name**  Secretary  Assistant Secretary

**Printed Name**  Chairman  Vice Chairman

EXHIBIT 9  
RETURN TO AGENDA

# **Ballantrae Community Development District**

Financial Statements  
(Unaudited)

Period Ending  
November 30, 2025

**Ballantrae CDD**  
**Balance Sheet**  
**November 30, 2025**

Ballantrae CDD

	<b>GENERAL FUND</b>	<b>RESERVE FUND</b>	<b>DS-2015 FUND</b>	<b>TOTAL</b>
<b>1 ASSETS:</b>				
2 CASH - OPERATING ACCTS	\$ 164,229	\$ -	\$ -	\$ 164,229
3 CASH - OPERATING ACCTS-RESTRICTED	-	-	-	-
4 CASH - OPERATING SOUTHSTATE	32,550	-	-	32,550
5 CASH - DEBIT CARD SOUTHSTATE	904	-	-	904
6 PETTY CASH	400	-	-	400
7 INVESTMENTS:				
8 ASSET RESERVE	-	614,366	-	614,366
9 EMERGENCY RESERVE	-	281,963	-	281,963
10 PARK DEVELOPMENT	-	1,109,672	-	1,109,672
11 BILL PAYMENT RESERVE	-	137,753	-	137,753
12 SINKING FUND-SERIES 2015	-	-	-	-
13 REVENUE-SERIES 2015	-	-	128,198	128,198
14 RESERVE-SERIES 2015	-	-	221,361	221,361
15 PREPAYMENT-SERIES 2015	-	-	-	-
16 INTEREST-SERIES 2015	-	-	-	-
17 ACCOUNTS RECEIVABLE	4,141	-	-	4,141
18 ALLOWANCE FOR UNCOLLECTED DEBT	(93)	-	-	(93)
19 ASSESSMENTS RECEIVABLE -ON ROLL	927,853	-	504,024	1,431,877
20 ASSESSMENTS RECEIVABLE -EXCESS FEES	-	-	-	-
21 DUE FROM OTHER FUNDS	143,226	195,853	56,410	395,490
22 DEPOSITS	1,175	-	-	1,175
23 PREPAID ITEMS	3,380	-	-	3,380
<b>24 TOTAL ASSETS</b>	<b>\$ 1,277,763</b>	<b>\$ 2,339,607</b>	<b>\$ 909,994</b>	<b>\$ 4,527,364</b>
<b>25 LIABILITIES:</b>				
26 ACCOUNTS PAYABLE	\$ 79,390	\$ -	\$ -	\$ 79,390
27 DUE TO OTHER FUNDS	252,264	143,226	-	395,490
28 RENTAL DEPOSITS	-	-	-	-
29 ACCRUED PAYABLE	14,019	-	-	14,019
30 DEFERRED REVENUE ON-ROLL	927,853	-	504,024	1,431,877
<b>31 FUND BALANCE:</b>				
32 NON SPENDABLE (Deposits & Prepaid)	4,555	-	-	4,555
33 ASSIGNED	-	2,196,381	-	2,196,381
34 RESTRICTED FOR DEBT SERVICE	-	-	405,969	405,969
35 UNASSIGNED	(318)	-	-	(318)
<b>36 TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>\$ 1,277,763</b>	<b>\$ 2,339,607</b>	<b>\$ 909,994</b>	<b>\$ 4,527,364</b>

**Ballantrae CDD**  
**General Fund**  
**Statement of Revenue, Expenditures and Changes in Fund Balance**  
**For The Period Beginning October 1, 2025 Ending November 30, 2025**

		<b>FY 2025 BUDGET</b>	<b>BUDGET YEAR-TO-DATE</b>	<b>ACTUAL YEAR-TO-DATE</b>	<b>VARIANCE YTD vs Actual YTD FAV (UNFAV)</b>	<b>YTD % ACTUAL / AMENDED</b>
<b>1 O&amp;M REVENUES:</b>						
2 LANDOWNER ASSESSMENTS (NET)		\$ 1,024,661	\$ 102,466	\$ 96,806	\$ (5,660)	9%
3 EXCESS FEES CARRYFORWARD PREVIOUS YEARS		-	-	-	-	0%
4 CARRYOVER FROM PREVIOUS YEARS (FUND BALANCE FORWARD)		118,252	-	-	-	0%
5 OTHER INCOME		-	-	4,652	4,652	0%
6 TRANSFER IN FROM RESERVE FUND		-	-	283,926	283,926	0%
<b>7 O&amp;M TOTAL REVENUES:</b>		<b>1,142,913</b>	<b>102,466</b>	<b>385,384</b>	<b>282,918</b>	<b>34%</b>
<b>8 O&amp;M ADMINISTRATIVE EXPENDITURES:</b>						
BOARD OF SUPERVISORS						
9 SUPERVISOR STIPENDS		14,000	2,333	600	1,733	4%
10 NEWSLETTER - PRINT & MAILING		-	-	-	-	0%
11 WEBSITE SERVER & NAME		2,015	2,015	-	2,015	0%
12 PUBLIC OFFICIALS LIABILITY INSURANCE	#	3,731	3,731	3,515	216	94%
13 ADMINISTRATIVE SERVICES		-	-	-	-	0%
14 DISTRICT MANAGEMENT		55,000	9,167	9,517	(350)	17%
15 FINANCIAL CONSULTING SERVICES		-	-	-	-	0%
16 ACCOUNTING SERVICES		-	-	-	-	0%
17 DISTRICT ENGINEER		18,000	3,000	897	2,103	5%
18 DISTRICT COUNSEL		10,000	1,667	837	830	8%
19 ANNUAL FINANCIAL AUDIT		4,400	733	-	733	0%
20 DISCLOSURE REPORT		-	-	-	-	0%
21 TRUSTEES FEES		4,507	751	-	751	0%
22 PROPERTY APPRAISER FEE		150	150	-	150	0%
23 LEGAL ADVERTISING		1,500	250	-	250	0%
24 ARBITRAGE REBATE CALCULATION		475	79	-	79	0%
25 DUES, LISCENSES AND FEES		1,200	200	259	(59)	22%
26 COMPLIANCE WITH ADA		-	-	-	-	0%
27 PROPERTY TAX IN ARREARS		-	-	-	-	0%
28 ADMINISTRATIVE CONTINGENCY		-	-	-	-	0%
<b>29 O&amp;M ADMINISTRATIVE TOTAL:</b>		<b>114,978</b>	<b>24,076</b>	<b>15,625</b>	<b>8,451</b>	<b>14%</b>

**Ballantrae CDD**  
**General Fund**  
**Statement of Revenue, Expenditures and Changes in Fund Balance**  
**For The Period Beginning October 1, 2025 Ending November 30, 2025**

	<b>FY 2025 BUDGET</b>	<b>BUDGET YEAR-TO-DATE</b>	<b>ACTUAL YEAR-TO-DATE</b>	<b>VARIANCE YTD vs Actual YTD FAV (UNFAV)</b>	<b>YTD % ACTUAL / AMENDED</b>
<b>30 INSURANCE</b>		-	-	-	-
31 GERNERAL LIABILITY	5,037	5,037	4,746	291	94%
32 PROPERTY CASUALTY	23,657	23,657	23,799	(142)	101%
<b>33 INSURANCE TOTAL</b>	<b>28,694</b>	<b>28,694</b>	<b>28,545</b>	<b>149</b>	<b>99%</b>
<b>34 UTILITY SERVICES</b>					
35 ELECTRIC UTILITY SERVICES	40,000	6,667	5,009	1,658	13%
36 ELECTRIC UTILITY - RECREATION FACILITIES	20,000	3,333	3,141	192	16%
37 ELECTRIC STREET LIGHTING	121,000	20,167	19,397	770	16%
38 UTILITY - WATER - CLUBHOUSE & POOLS	16,000	2,667	2,879	(212)	18%
39 STORMWATER ASSESSMENT	2,400	400	-	400	0%
<b>40 UTILITY SERVICES SUBTOTAL</b>	<b>199,400</b>	<b>33,233</b>	<b>30,425</b>	<b>2,808</b>	<b>15%</b>
<b>45 LAKES/PONDS &amp; LANDSCAPE</b>					
46 AQUATIC CONTRACT	38,076	6,346	6,346	(0)	17%
47 WETLAND BUFFER SPRAY CONTRACT	16,800	2,800	2,800	-	17%
48 FOUNTAIN REPAIRS & MAINTNANCE	3,500	583	2,808	(2,225)	80%
49 MITIGATION AREAS: MONITOR & MAINTAIN	1,500	250	-	250	0%
50 LAKE/POND REPAIRS	-	-	-	-	0%
51 INSTALL/REPLACE AQUATIC PLANTS	5,000	833	-	-	0%
52 LANDSCAPE MAINTENANCE CONTRACT	159,900	26,650	26,483	168	17%
53 LANDSCAPE - SECONDARY CONTRACTS	51,200	8,533	550	7,983	1%
54 IRRIGATION REPAIRS AND MAINTENANCE	14,000	2,333	1,535	798	11%
55 REPLACE PLANTS, MULCH & TREES	15,000	2,500	4,800	(2,300)	32%
56 SOD & SEED REPLACEMENT	10,000	1,667	-	1,667	0%
57 EXTRA MOWINGS DURING RAINY SEASON	1,000	167	-	167	0%
58 RUST PREVENTION FOR IRRIGATION SYSTEM	12,000	2,000	895	1,105	7%
59 FIELD MISCELLANEOUS	-	-	-	-	0%
<b>60 LAKES/PONDS &amp; LANDSCAPE TOTAL</b>	<b>327,976</b>	<b>54,663</b>	<b>46,217</b>	<b>8,446</b>	<b>14%</b>

**Ballantrae CDD**  
**General Fund**  
**Statement of Revenue, Expenditures and Changes in Fund Balance**  
**For The Period Beginning October 1, 2025 Ending November 30, 2025**

	<b>FY 2025 BUDGET</b>	<b>BUDGET YEAR-TO-DATE</b>	<b>ACTUAL YEAR-TO-DATE</b>	<b>VARIANCE YTD vs Actual YTD FAV (UNFAV)</b>	<b>YTD % ACTUAL / AMENDED</b>
61 <b>STREETS, SIDEWALKS, MAINTENANCE &amp; OPERATIONS</b>					
62 ENTRY & WALLS MAINTENANCE	2,000	333	275	58	14%
63 STREET/DECORATIVE LIGHT MAINTENACE	1,000	167	-	167	0%
64 SIDEWALK REPAIR & MAINTENANCE	1,500	250	-	250	0%
65 EMPLOYEE - SALARIES	152,880	25,480	26,192	(712)	17%
66 EMPLOYEE - P/R TAXES	13,695	2,283	2,053	229	15%
67 EMPLOYEE - WORKERS COMP	4,620	4,620	2,152	2,468	47%
68 PAYROLL PROCESSING FEES	1,900	317	320	(3)	17%
69 EMPLOYEE- HEALTH & PHONE STIPENDS	14,400	2,400	2,400	-	17%
70 MILEAGE	1,000	167	-	167	0%
71 <b>STREETS, SIDEWALKS, MAINTENANCE &amp; OPERATIONS</b>	<b>192,995</b>	<b>36,016</b>	<b>33,393</b>	<b>2,623</b>	<b>17%</b>
72 <b>CLUBHOUSE &amp; SAFETY &amp; SECURITY</b>					
73 PARK/FIELD REPAIRS	-	-	-	-	0%
74 CLUBHOUSE FACILITY MAINTENANCE	12,000	2,000	3,663	(1,663)	31%
75 CLUBHOUSE TELEPHONE/INTERNET/FAX	5,500	917	850	67	15%
76 MISCELLANEOUS SUPPLIES (INCLUSIVE OF DEBIT CARD)	-	-	-	-	0%
77 SECURITY - OTHER (GATE SERVICE)	1,000	167	-	167	0%
78 POOL/FOUNTAIN/SPALSH PAD MAINTENANCE	20,000	3,333	3,267	66	16%
79 POOL PERMITS	750	750	-	750	0%
80 SEASONAL LIGHTING	14,000	14,000	-	14,000	0%
81 PEST CONTROL	520	520	625	(105)	120%
82 CLUBHOUSE EXTERIOR FURNISHINGS	-	-	-	-	0%
83 CLUBHOUSE CLEANING	-	-	-	-	0%
84 CLUBHOUSE MISCELLANEOUS	10,000	1,667	694	973	7%
85 PART-TIME LAW ENFORCEMENT DETAILS	35,000	5,833	5,940	(107)	17%
86 SALARY FOR SUMMER MONITOR AT BOTH POOLS	23,500	3,917	-	3,917	0%
87 EMPLOYEE P/R TAXES	2,000	333	-	333	0%
88 EMPLOYEE WORKER'S COMP	1,300	217	-	217	0%
89 VIDEO SURVEILLANCE	1,300	217	-	217	0%
90 <b>CLUBHOUSE &amp; SAFETY &amp; SECURITY</b>	<b>126,870</b>	<b>33,870</b>	<b>15,039</b>	<b>18,831</b>	<b>12%</b>

**Ballantrae CDD**  
**General Fund**  
**Statement of Revenue, Expenditures and Changes in Fund Balance**  
**For The Period Beginning October 1, 2025 Ending November 30, 2025**

	<b>FY 2025 BUDGET</b>	<b>BUDGET YEAR-TO-DATE</b>	<b>ACTUAL YEAR-TO-DATE</b>	<b>VARIANCE YTD vs Actual YTD FAV (UNFAV)</b>	<b>YTD % ACTUAL / AMENDED</b>
<b>101 O&amp;M CONTINGENCY &amp; CAPITAL PROJECTS</b>					
102 O&M CONTINGENCY	50,000	-	38,085	(38,085)	76%
103 ENTRANCES & OTHER PLANT REPLACEMENT	-	-	-	-	0%
104 WALL & STRUCTURE PAINTING	-	-	-	-	0%
105 INVASIVE & UNDESIRABLE PLANT REMOVAL	-	-	-	-	0%
<b>106 O&amp;M CONTINGENCY TOTAL</b>	<b>50,000</b>	<b>-</b>	<b>38,085</b>	<b>(38,085)</b>	<b>76%</b>
<b>107 TOTAL EXPENDITURES BEFORE OTHER FINANCING SOURCES (USES)</b>	<b>1,040,913</b>	<b>210,552</b>	<b>207,329</b>	<b>3,224</b>	<b>20%</b>
<b>108 EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPEND.</b>	<b>102,001</b>	<b>(108,085)</b>	<b>178,056</b>	<b>286,141</b>	<b>175%</b>
<b>109 OTHER FINANCING SOURCES AND (USES)</b>					
<b>110 RESERVES TRANSFERS OUT-OTHER FINANCING USES</b>					
111 EMERGENCY RESERVE	-	-	-	-	0%
112 ASSET RESERVE	82,000	-	35,000	(35,000)	43%
113 BILL PAYMENT RESERVE	-	-	98,421	(98,421)	0%
114 PARK DEVELOPMENT RESERVE	20,000	-	99,980	(99,980)	500%
<b>115 TOTAL OTHER FINANCING SOURCES AND (USES)</b>	<b>102,000</b>	<b>-</b>	<b>233,401</b>	<b>(233,401)</b>	<b>229%</b>
<b>116 O&amp;M TOTAL EXPENDITURES</b>	<b>1,142,913</b>	<b>210,552</b>	<b>440,730</b>	<b>(230,178)</b>	<b>39%</b>
<b>117 NET CHANGE IN FUND BALANCE</b>	<b>-</b>	<b>(108,085)</b>	<b>(55,346)</b>	<b>52,740</b>	<b>0%</b>
<b>118 NET CHANGE IN FUND BALANCE</b>	<b>-</b>	<b>(108,085)</b>	<b>(55,346)</b>	<b>52,740</b>	<b>0%</b>
119 BEGINNING FUND BALANCE GENERAL FUND	-	-	59,583	-	-
120 LESS FUND BALANCE FORWARD	-	-	-	-	-
121 ENDING FUND BALANCE GENERAL FUND	-	-	4,237	-	-
122 ENDING FUND BALANCE - RESERVE FUND (Stmt 2)	-	-	-	-	-
<b>123 TOTAL FUND BALANCE - GENERAL &amp; RESERVE FUNDS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,237</b>	<b>\$ -</b>	<b>-</b>
<b>124 ADJUSTED FUND BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>

**Ballantrae CDD**  
**Reserve Fund**  
**Statement of Revenue, Expenditures and Changes in Fund Balance**  
**For The Period Beginning October 1, 2025 Ending November 30, 2025**

	<b>FY 2025</b>	<b>ADOPTED</b>	<b>BUDGET</b>	<b>ACTUAL</b>	<b>VARIANCE</b>
		<b>BUDGET</b>	<b>YEAR-TO-DATE</b>	<b>YEAR-TO-DATE</b>	<b>FAVORABLE (UNFAVORABLE)</b>
<b>1 REVENUES:</b>					
<b>2 INTEREST REVENUE</b>	\$	-	\$	-	\$
<b>3 ASSET RESERVE</b>	-	-	-	-	-
<b>4 PARK DEVELOPMENT</b>	-	-	-	-	-
<b>5 EMERGENCY RESERVE</b>	-	-	-	-	-
<b>6 BILL PAYMENT RESERVE</b>	-	-	-	-	-
<b>7 TRANSFER IN</b>	-	-	-	198,401	198,401
<b>8 FUND BALANCE FORWARD - PARK DEVELOPMENT</b>	15,000	-	-	-	-
<b>TOTAL REVENUE</b>	15,000	-	208,917	208,917	
<b>9 RESERVES EXPENDITURES:</b>					
<b>10 EMERGENCY RESERVE</b>	-	-	-	-	-
<b>11 ASSET RESERVE</b>	-	-	-	-	-
<b>12 PARK DEVELOPMENT RESERVE</b>	15,000	15,000	30,805	(15,805)	
<b>13 PROJECTS</b>	-	-	99,980	99,980	
<b>14 TOTAL RESERVE EXPENDITURES</b>	15,000	15,000	130,785	84,175	
<b>15 EXCESS OF REVENUE OVER(UNDER)EXPENDITURES</b>	-	-	78,132	293,092	
<b>16 OTHER FINANCING SOURCES SOURCES (USES)</b>					
<b>17 TRANSFER IN - PARK DEVELOPMENT</b>	20,000	-	-	-	-
<b>18 TRANSFER IN (OUT)- ASSET RESERVE</b>	82,000	-	(248,927)	(248,927)	
<b>19 INCREASE IN FUND BALANCE</b>	(102,000)	-	-	-	
<b>31 TRANSFER IN (OUT) - EMERGENCY RESERVE</b>	-	-	-	-	
<b>32 TOTAL OTHER FINANCING SOURCES SOURCES (USES)</b>	-	-	(248,927)	(248,927)	
<b>33 NET CHANGE IN FUND BALANCE</b>	-	-	(170,794)		
<b>34 FUND BALANCE BEGINNING</b>			2,367,175		
<b>35 FUND BALANCE FORWARD USE</b>			-		
<b>36 FUND BALANCE ENDING</b>	\$	<b>2,196,381</b>			

**Ballantrae CDD**  
**Debt Service Fund -Series 2015**  
**Statement of Revenue, Expenditures and Changes in Fund Balance**  
**For The Period Beginning October 1, 2025 Ending November 30, 2025**

	<b>FY 2025</b>				<b>VARIANCE</b>
	<b>ADOPTED</b>	<b>BUDGET</b>	<b>ACTUAL</b>		<b>FAVORABLE</b>
	<b>BUDGET</b>	<b>YEAR-TO-DATE</b>	<b>YEAR-TO-DATE</b>		<b>(UNFAVORABLE)</b>
<b>1 REVENUE</b>					
2 ASSESSMENT - ON-ROLL	\$ 556,611	\$ 55,661	\$ 52,587	\$ (3,074)	
3 ASSESSMENT - EXCESS FEES	-	-	-	-	
4 PREPAYMENT REVENUE	-	-	-	-	
5 INTEREST EARNINGS	-	-	2,794	2,794	
<b>6 TOTAL REVENUE</b>	<b>556,611</b>	<b>55,661</b>	<b>55,381</b>	<b>(280)</b>	
 <b>EXPENDITURES</b>					
7 INTEREST NOV 2025	81,313	81,313	82,660	(1,347)	
8 INTEREST MAY 2026	75,639	-	-	-	
9 PREPAYMENT	-	-	-	-	
10 PRINCIPAL PAYMENT MAY 2026	395,000	5,000	5,000	-	
<b>11 TOTAL CONTINGENCY</b>	<b>551,952</b>	<b>86,313</b>	<b>87,660</b>	<b>(1,347)</b>	
 <b>12 EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	<b>4,659</b>	<b>(30,652)</b>	<b>(32,280)</b>	<b>(1,628)</b>	
 <b>13 OTHER FINANCING SOURCES</b>					
14 TRANSFER-IN	-	-	-	-	
<b>15 TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
 <b>16 NET CHANGE IN FUND BALANCE</b>	<b>4,659</b>	<b>(30,652)</b>	<b>(32,280)</b>	<b>(1,628)</b>	
 <b>17 FUND BALANCE - BEGINNING</b>	<b>-</b>	<b>-</b>	<b>438,249</b>	<b>438,249</b>	
 <b>18 FUND BALANCE - ENDING</b>	<b>\$ 4,659</b>	<b>\$ (30,652)</b>	<b>\$ 405,969</b>	<b>\$ 436,621</b>	

**Ballantrae CDD**  
**Bank Reconciliation**  
**November 30, 2025**

	<u>HB Acct</u>
Balance Per Bank Statement	\$ 165,675.12
Less: Outstanding Checks	(50,425.23)
Deposits in Transit	48,978.84
<b><i>Adjusted Bank Balance</i></b>	<b><u>\$ 164,228.73</u></b>

Beginning Cash Balance Per Books	\$ 56,789.16
Deposits / Transfer	207,030.62
Cash Disbursements	(99,591.05)
<b><i>Balance Per Books</i></b>	<b><u>\$ 164,228.73</u></b>
<b><i>(Cash Operating Acct.)</i></b>	

## BALLANTRAE CDD

### Check Register FY2026

Date	Ref #	Vendor Name	Memo	Deposits	Disbursements	HB Acct Balance
09/30/2025		EOY Balance Hancock Bank				130,910.62
10/1/25	2713	Anchor Stone Management, LLC	District Mgt Fees	4,583.33	126,327.29	
10/1/25	2714	Naturzone Pest Control	Monthly pest control	95.00	126,232.29	
10/1/25	2715	Steadfast Alliance, LLC	Landscape Maint	13,325.00	112,907.29	
10/1/25	2716	Florida Fountain & Equipment LLC	Fountain Maint	181.50	112,725.79	
10/1/25	2717	Naturzone Pest Control	Monthly pest control	95.00	112,630.79	
10/1/25	2718	JCS Investigations	Reference: Security Patrol	1,980.00	110,650.79	
10/1/25	2720	GK Electrical Solutions Inc	Electrical work	975.00	109,675.79	
10/1/25	10/1/25	Bright House Networks	17611 Mentmore Blvd #1 CTRL ACCT	400.00	109,275.79	
10/2/25	2721	Steadfast Alliance, LLC	Aquatic Maint	4,573.15	104,702.64	
10/3/25	100325acj	Engage PEO	PR	5,939.82	98,762.82	
10/4/25	2722	Suncoast Rust Control, Inc	Monthly Water Treatment	895.00	97,867.82	
10/5/25	2723	Steadfast Alliance, LLC	Aquatic Maint	4,573.15	93,294.67	
10/7/25	2724	Egis Insurance Risk Advisors	Act 488	208.00	93,086.67	
10/7/25	2725	Poolsure	Finance Charge	39.58	93,047.09	
10/8/25	2726	Steadfast Alliance, LLC	Fountain Maint	650.00	92,397.09	
10/8/25	2727	Steadfast Alliance, LLC	irrigation repair	395.00	92,002.09	
10/14/25	2729	Arrow Exterminators Inc	Pest Control	230.00	91,772.09	
10/14/25	101425ach	FLORIDA DEPT OF ECONOMIC OPPORTUNIT	Annual special district fee 25-26	175.00	91,597.09	
10/15/25	2730	DCSI, Inc	emergency pull station	579.00	91,018.09	
10/15/25	2731	Steadfast Alliance, LLC	Reference: Landscape Service.	2,400.00	88,618.09	
10/16/25	10/16/25	Florida Dept of Revenue	Sales tax	120.18	88,497.91	
10/17/25	101725ach	Engage PEO	PR	5,532.50	82,965.41	
10/19/25	2732	Straley Robin Vericker	For Professional Services Rendered Through June 30, 2025.	1,801.70	81,163.71	
10/20/25	2733	Roof X	Repairs/Maint	30,805.00	50,358.71	
10/20/25	2734	Poolsure	WM-Chem Base-Nov 2025	1,174.43	49,184.28	
10/20/25	2735	Illuminations Holiday Lighting, LLC	clubhouse sign repair/damage	275.00	48,909.28	
10/20/25	102025ach1	Pasco County Utilities Services Branch	0 Ayshire Blvd - 08/12-9/11/25	10.60	48,898.68	
10/20/25	102025ach2	Pasco County Utilities Services Branch	0 Ballantrae & Mentmor 8/12-9/11/25	1,394.18	47,504.50	
10/24/25	102425ach	Engage PEO	BOS MTG 10-16-25	80.60	47,423.90	
10/24/25	176	Christopher Milano	BOS MTG 10-16-25	200.00	47,223.90	
10/24/25	174	Brian Giacobbe	BOS 10-16-25	184.70	47,039.20	
10/24/25	175	Richard Levy	BOS 10-16-25	200.00	46,839.20	
10/24/25	102425ach1	Duke Energy	3351 Downan Point Dr 9/3-10/1/25	30.80	46,808.40	
10/24/25	102425ach2	Duke Energy	3643 Duke Firth St 9/3-10/1/25	30.80	46,777.60	
10/24/25	102425ach3	Duke Energy	17650 Ayrshire Blvd 9/3-10/1/25	32.17	46,745.43	
10/24/25	102425ach	Duke Energy	17700 Glennapp Dr (9/3-10/1)	37.52	46,707.91	
10/24/25	102425ach	Duke Energy	17626 Glenapp Dr 9/3-10/1	82.67	46,625.24	
10/24/25	102425ach1	Duke Energy	3542 BALLANTRAE BLVD 09/3-10/1	91.20	46,534.04	
10/24/25	102425ach3	Duke Energy	2500 Ballantrae Blvd 9/3-10/1	103.08	46,430.96	
10/24/25	102425ach20	Duke Energy	17600 Stinchar Dr 9/3-10/1	117.62	46,313.34	
10/24/25	102425ach21	Duke Energy	172524 Hugh Ln 9/3-10/1	197.27	46,116.07	
10/24/25	102425ach23	Duke Energy	17611 Mentmore Blvd Rec Bldg 9/3-10/1	1,322.67	44,793.40	
10/24/25	102425ach3	Duke Energy	2800 Ballantrae Blvd Pump Pond 9/3-10/1	1,702.56	43,090.84	
10/24/25	102425ACH	Bright House Networks	17611 MENTMORE Blvd Clubhouse Sept	25.00	43,065.84	

**BALLANTRAE CDD**  
**Check Register**  
**FY2026**

Date	Ref #	Vendor Name	Memo	Deposits	Disbursements	HB Acct Balance
10/27/25	102725ach	Duke Energy	2131 Ballantrae Blvd 9/3-10/1	64.44	43,001.40	
10/27/25	102725ach	Duke Energy	Reference: 17835 State Road 54 9/4-10/2	9,698.44	33,302.96	
10/27/25	10/27/25	Duke Energy	Duke	43.25	33,259.71	
10/28/25	2736	Bandu LLC	Splash Pad-Cartridge Filter	918.54	32,341.17	
10/28/25	2737	Steadfast Alliance, LLC	Aquatic Maint	4,573.15	27,768.02	
10/29/25	102925ACH	Bright House Networks	17611 Mentmore Blvd #1 CTRL ACCT	400.00	27,368.02	
10/31/25	103125ach	Engage PEO	PR 10-31-25	5,578.86	21,789.16	
10/31/25			Deposit	35,000.00		56,789.16
<b>10/31/25</b>				<b>35,000.00</b>	<b>109,121.46</b>	<b>56,789.16</b>
11/1/25	110125ach	Bright House Networks	17611 Mentmore Blvd #1 CTRL ACCT	400.00	56,389.16	
11/3/25	2738	JCS Investigations	Reference: Security Patrol	1,980.00	54,409.16	
11/3/25	2739	Anchor Stone Management, LLC	District Mgt Fees	4,933.33	49,475.83	
11/3/25	2740	Anchor Stone Management, LLC	Temp on site Manager	1,800.00	47,675.83	
11/3/25	2741	Steadfast Alliance, LLC	Landscape Maint	13,325.00	34,350.83	
11/3/25	2742	Steadfast Alliance, LLC	Aquatic Maint	4,573.15	29,777.68	
11/6/25	2743	Arrow Exterminators Inc	Pest Control	35.00	29,742.68	
11/6/25	2744	Arrow Exterminators Inc	Pest Control	50.00	29,692.68	
11/6/25	2745	Arrow Exterminators Inc	Pest Control	90.00	29,602.68	
11/6/25			Deposit	95.56		29,698.24
11/6/25			Deposit	8,563.16		38,261.40
11/10/25	2746	Dibartolomeo, McBee, Hartley & Barnes, PA	Services through 9/30/24	4,200.00	34,061.40	
11/10/25			Deposit	0.14		34,061.54
11/14/25	111425ach	Engage PEO	PR 11-14-25	6,760.07	27,301.47	
11/14/25			Deposit	59,946.33		87,247.80
11/17/25	2747	Arrow Exterminators Inc	Pest Control	35.00	87,212.80	
11/17/25	2748	FLORIDA DEPT OF ECONOMIC OPPORTUNIT	Annual special district fee 25-26	175.00	87,037.80	
11/18/25	2750	Poolsure	WM-Chem Base-Dec 2025	1,174.43	85,863.37	
11/20/25			Deposit	53,964.62		139,827.99
11/21/25	111215ach	Pasco County Utilities Services Branch	0 Ballantrae & Mentmor	1,463.17	138,364.82	
11/21/25	111215ach1	Pasco County Utilities Services Branch	0 Ayrshire Blvd -	11.00	138,353.82	
11/24/25	112425ach	Bright House Networks	17611 MENTMORE Blvd Clubhouse nov	25.00	138,328.82	
11/26/25	112625ach	Duke Energy	3351 Downan Point Dr	70.46	138,258.36	
11/26/25	112625ach1	Duke Energy	17600 Stinchar Dr	140.38	138,117.98	
11/26/25	112625ach2	Duke Energy	3643 Duke Firth St	30.80	138,087.18	
11/26/25	112625ach3	Duke Energy	2500 Ballantrae Blvd	66.44	138,020.74	
11/26/25	112625ach4	Duke Energy	17626 Glenapp Dr	85.83	137,934.91	
11/26/25	112625ach5	Duke Energy	2131 Ballantrae Blvd	120.13	137,814.78	
11/26/25	112625ach6	Duke Energy	3542 BALLANTRAE BLVD	100.58	137,714.20	
11/26/25	112625ach7	Duke Energy	17650 Ayrshire Blvd	33.67	137,680.53	
11/26/25	112625ach	Duke Energy	2800 Ballantrae Blvd Pump Pond \	1,936.23	135,744.30	
11/26/25	112625ach10	Duke Energy	17700 Glennapp Dr	40.52	135,703.78	
11/26/25	112625ach11	Duke Energy	172524 Hugh Ln	212.94	135,490.84	
11/26/25	112625ach13	Duke Energy	17611 Mentmore Blvd Rec Bldg	1,408.03	134,082.81	
11/26/25			Deposit	35,481.97		169,564.78
11/27/25	11/27/25	Duke Energy	Duke	47.38	169,517.40	
11/28/25	112825ach	Engage PEO	PR 11-28-25	5,288.67	164,228.73	

**BALLANTRAE CDD**  
**Check Register**  
**FY2026**

Date	Ref #	Vendor Name	Memo	Deposits	Disbursements	HB Acct Balance
11/30/25			Funds Transfer		40,096.95	124,131.78
11/30/25			Funds Transfer	40,096.95		164,228.73
11/30/25	456		To adjust restricted for DS to correct amount		8,881.89	173,110.62
11/30/25	456		To adjust restricted for DS to correct amount		8,881.89	164,228.73
<b>11/30/25</b>				<b>207,030.62</b>	<b>99,591.05</b>	<b>164,228.73</b>

EXHIBIT 10

RETURN TO AGENDA



# FLORIDA COAST EQUIPMENT

**Florida Coast Equipment**  
3827 Land O' Lakes Blvd  
Land O' Lakes, FL 34639  
Phone: (813) 995-2533



**Ship To:** Ballantræ CDD  
17611 Mentmore blvd  
Land O Lakes FL 34638

**Invoice To:** Ballantræ CDD  
17611 Mentmore blvd  
Land O Lakes FL 34638

Branch		
05 - LAND O' LAKES		
Date	Time	Page
01/03/2026	9:08:08 (O)	1
Account No	Phone No	Est No 02
BALLA014		006960
Ship Via	Purchase Order	
Tax ID No		
	Salesperson	735

ESTIMATE EXPIRY DATE: 02/01/2026

## SERVICE ESTIMATE - NOT AN INVOICE

Stock #: 024266      UTILITY

MS #: A5KA1DGAPNG016828

Make: KU Model: RTV520A

Is to have the following work done

DIAG

COMPLAINT:

Customer states the unit is a no-start condition, possibly related to the starter. Please inspect the unit and advise on necessary repairs. Also verify whether TSB-2024-030-E (RTV520 - engine running rough) applies and perform as required.

CAUSE:

Upon inspection, the main switch was found to be faulty and not functioning as designed. The switch is not consistently sending power to the starting circuit, preventing the unit from cranking and starting.

Electrical connections were inspected and verified. Power and ground were confirmed. Failure was isolated to the main switch assembly.

Replacement of the main switch is required to restore proper starting operation

ADDITIONAL DESCRIPTION:

GARY 813-526-4714

17611 MENTMORE BLVD

LAND O' LAKES FL 34638

HAULING \$140.00

WARRANTY EXPIRED 2.2.2025

FIX AS FAIL: TSB-2024-030-E RTV520 Engine Running Rough

Part#	Description	Qty	Price	Amount
K7561-62210	SWITCH, SAFETY	1	34.82	34.82

**Service Estimate & Invoice Terms:**

I hereby authorize the repair labor, parts and materials as our best estimate. Estimates may change as we diagnose root cause of failure. I hereby authorize FCE to make recurring calls, texts and transmit to you at the phone number(s) provided on repair progress. Service Estimates are valid for 10 working days.

FCE employees may operate the above vehicle for the purpose of testing, inspection, or delivery at my risk. FCE will not be held responsible for loss or damage to equipment or articles left in the equipment.

Additional charges for shop supplies, disposal fees, and state battery fees will apply to the work order. Special Order parts are subject to a 20% Restock Fee. A convenience fee of 3% will be applied to all credit card purchases. For your convenience, customers may avoid this extra fee by paying with cash or debit. We accept Visa, MasterCard, Discover and American Express.

**Service Release Policy:**

All repairs must be paid for in full prior to machine release. All deductibles are payable for Florida Coast Equipment. Terms Net 30 Days. Finance Charges are computed at a periodic rate of 2.0% per month, which is an annual rate of 24% on all balances over 30 days. Past due accounts are subject to a service charge of 2.0% per month, or the maximum rate permitted by applicable law, whichever is higher. We reserve the right to charge up to 3% credit card fee per invoice. A \$10 per day storage fee applied to work orders when machines are not picked up and paid for within 10 days after the work is completed.

Florida Coast Equipment makes absolutely no warranties either express or implied, including those warranties of merchantability of fitness for a particular purpose, and customer acknowledges that the only warranties for property described above are those express warranties of the manufacturer, if any.

An express mechanic's lien is acknowledged on the above equipment to secure the amount of the repairs thereto. A convenience fee of 3% will be applied to all credit card purchases. For your convenience, customers may avoid this extra fee by paying with cash or debit. We accept Visa, MasterCard, Discover and American Express.

By signing, I certify that I am authorized to use this account, to sign this receipt and that I agree that the total amount of this invoice is repayable in accordance with the Credit Agreement applicable to the account.

**X**

Ordered By

**X**

Received By



# FLORIDA COAST EQUIPMENT

**Florida Coast Equipment**  
3827 Land O' Lakes Blvd  
Land O' Lakes, FL 34639  
Phone: (813) 995-2533



**Ship To:** Ballantrae CDD  
17611 Mentmore blvd  
Land O Lakes FL 34638

**Invoice To:** Ballantrae CDD  
17611 Mentmore blvd  
Land O Lakes FL 34638

Branch		
05 - LAND O' LAKES		
Date	Time	Page
01/03/2026	9:08:08 (O)	2
Account No	Phone No	Est No
BALLA014		02 006960
Ship Via	Purchase Order	
Tax ID No		
	Salesperson	
	735	

ESTIMATE EXPIRY DATE: 02/01/2026

## SERVICE ESTIMATE - NOT AN INVOICE

### MISCELLANEOUS CHARGES:

	<u>Description</u>	<u>Price</u>	<u>Amount</u>
	SHOP SUPPLIES	50.00	50.00
	HAULING	140.00	140.00
	Parts:	34.82	
	Labor:	275.00	
	Miscellaneous:	190.00	
	<b>TOTAL:</b>	<b>499.82</b>	

Authorization: \_\_\_\_\_

### Service Estimate & Invoice Terms:

I hereby authorize the repair labor, parts and materials as our best estimate. Estimates may change as we diagnose root cause of failure. I hereby authorize FCE to make recurring calls, texts and transmit to you at the phone number(s) provided on repair progress. Service Estimates are valid for 10 working days.

FCE employees may operate the above vehicle for the purpose of testing, inspection, or delivery at my risk. FCE will not be held responsible for loss or damage to equipment or articles left in the equipment.

Additional charges for shop supplies, disposal fees, and state battery fees will apply to the work order. Special Order parts are subject to a 20% Restock Fee. A convenience fee of 3% will be applied to all credit card purchases. For your convenience, customers may avoid this extra fee by paying with cash or debit. We accept Visa, MasterCard, Discover and American Express.

**X**

Ordered By

**X**

Received By

### Service Release Policy:

All repairs must be paid for in full prior to machine release. All deductibles are payable for Florida Coast Equipment. Terms Net 30 Days. Finance Charges are computed at a periodic rate of 2.0% per month, which is an annual rate of 24% on all balances over 30 days. Past due accounts are subject to a service charge of 2.0% per month, or the maximum rate permitted by applicable law, whichever is higher. We reserve the right to charge up to 3% credit card fee per invoice. A \$10 per day storage fee applied to work orders when machines are not picked up and paid for within 10 days after the work is completed.

Florida Coast Equipment makes absolutely no warranties either express or implied, including those warranties of merchantability of fitness for a particular purpose, and customer acknowledges that the only warranties for property described above are those express warranties of the manufacturer, if any.

An express mechanic's lien is acknowledged on the above equipment to secure the amount of the repairs thereto. A convenience fee of 3% will be applied to all credit card purchases. For your convenience, customers may avoid this extra fee by paying with cash or debit. We accept Visa, MasterCard, Discover and American Express.

By signing, I certify that I am authorized to use this account, to sign this receipt and that I agree that the total amount of this invoice is repayable in accordance with the Credit Agreement applicable to the account.