

**George Niel**

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**From:** Richard Bayles [rubayles@verizon.net]  
**Sent:** Thursday, January 24, 2013 3:08 PM  
**To:** George Niel  
**Cc:** Nathan B. Richards; Don McMurray  
**Subject:** December 2012 Treasurer's Report  
**Attachments:** LMA 201212 Treasurers Report.pdf

For distribution.

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Dick B.

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**THE LANDINGS MANAGEMENT ASSOCIATION, INC.**

TO: LMA Board of Directors

FROM: R. Bayles *R. Bayles*

SUBJECT: Treasurers Report for Period Ending December 31, 2012

DATE: January 24, 2013

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**Pre-Audit Results for Period Ending December 31, 2012:**

Attached are the final results for 2012. However, there will be some year-end adjustments that aren't shown in these figures nor in the financials distributed earlier.

The results for the year are an addition to surplus of \$66,845 versus a budgeted break-even. Note however, that we are carrying forward \$35,000 of this surplus to 2013 for projects that have been started in 2012 but not completed before year-end.

The adjusted surplus addition is \$31,845 or 8.2% of revenue.

The Landings Management Association, Inc.

Summary of Operations

Fiscal Year 2012

	2012			2013
	ACTUAL	BUDGET	ACTUAL VS BUDGET	Carryover Expense
1	<b>Income</b>			
2	5010 · Assessments	750,438	750,514	(76)
3	5012 · Assessment C&D Tracts	16,259	16,259	0
4	5030 · Sales & Lease Fees	-	-	-
5	5040 · Other	-	-	-
6	5045 · Fines	646	1,500	(854)
7	5050 · Interest	2,448	2,500	(52)
8	5065 · Documents	25	-	25
9	5070 · Vehicle Decals	715	900	(185)
10	5090 · Carryover	-	40,000	(40,000)
11	<b>Total Income</b>	<b>770,531</b>	<b>811,673</b>	<b>(41,141)</b>
12	<b>Expense</b>			
13	<b>7100 · Grounds</b>			
14	7120 · Grounds Contract	32,040	39,790	(7,750)
15	7125 · Chemical Treatment	6,935	9,200	(2,265)
16	7130 · Landscaping	44,469	48,800	(4,331)
17	7140 · Tree Trimming	6,374	8,500	(2,126)
18	7145 · Sprinkler/Irrigation Contract	2,402	3,000	(598)
19	7155 · Sprinkler/Irrigation Repairs	10,193	9,000	1,193
20	<b>Total 7100 · Grounds</b>	<b>102,413</b>	<b>118,290</b>	<b>(15,877)</b>
21	<b>7150 · Roads</b>			
22	7151 · Road Sweeping	15,080	12,240	2,840
23	7165 · Road Repairs & Maintenance	1,050	50,000	(48,950)
24	7169 · Addition to Road Reserve	60,000	60,000	-
25	<b>Total 7150 · Roads</b>	<b>76,130</b>	<b>122,240</b>	<b>(46,110)</b>
26	<b>7170 · Drainage</b>			
27	7170 · Ditch Maintenance	-	10,000	(10,000)
28	7175 · Drainage	40,363	15,000	25,363
29	7178 · Storm Sewer Repair	-	10,500	(10,500)
30	<b>Total 7170 · Drainage</b>	<b>40,363</b>	<b>35,500</b>	<b>4,863</b>
31	<b>7200 · Maintenance &amp; Repairs</b>			
32	7210 · Lighting Repairs	947	3,000	(2,053)
33	7215 · Lighting Supplies	-	500	(500)
34	7220 · Maintenance Supplies	1,915	4,000	(2,085)
35	7225 · Maintenance Man	24,778	26,738	(1,960)
36	7230 · Maintenance Truck	1,629	2,000	(371)
37	7235 · Wall Painting & Maintenance	1,807	-	1,807
38	<b>Total 7200 · Maintenance &amp; Repairs</b>	<b>31,076</b>	<b>36,238</b>	<b>(5,162)</b>
39	<b>7300 · Lakes</b>			
40	7320 · Lakes	11,473	10,000	1,473
41	7340 · Fountain Maintenance - Contract	1,758	1,800	(42)
42	7345 · Fountain Maintenance - Other	6,733	12,000	(5,267)
43	<b>Total 7300 · Lakes</b>	<b>19,964</b>	<b>23,800</b>	<b>(3,836)</b>
44	<b>7500 · Utilities</b>			
45	7510 · Water/Sewer	671	600	71
46	7520 · Electric	46,196	55,000	(8,804)
47	<b>Total 7500 · Utilities</b>	<b>46,867</b>	<b>55,600</b>	<b>(8,733)</b>
48	<b>7700 · Security</b>			

**The Landings Management Association, Inc.**  
**Summary of Operations**  
 Fiscal Year 2012

		2012			2013
		ACTUAL	BUDGET	ACTUAL VS BUDGET	Carryover Expense
49	7720 · Guardhouse Maintenance	1,530	3,000	(1,470)	
50	7723 · Janitorial Service - Guardhouse	2,286	1,820	466	
51	7725 · Security Main Gate	150,021	144,600	5,421	
52	7730 · Roving Patrol	55,158	60,320	(5,162)	
53	7735 - Security-Other	28,723	34,500	(5,777)	2,000
54	7740 · Gates-Maintenance	10,125	12,000	(1,875)	
55	7745 · Signage & Miscellaneous	2,890	1,000	1,890	
56	<b>Total 7700 · Security</b>	<b>250,732</b>	<b>257,240</b>	<b>(6,508)</b>	
57	<b>7750 · Insurance</b>				
58	7760 · Insurance	15,300	14,355	945	
59	7765 · Damage Claims	-	-	-	
60	<b>Total 7750 · Insurance</b>	<b>15,300</b>	<b>14,355</b>	<b>945</b>	
61	<b>7800 · Administration</b>				
62	7820 · Legal/Professional	853	7,500	(6,647)	
63	7822 · Litigation Expense	2,695	25,000	(22,305)	
64	7825 · Accounting Services	3,500	3,600	(100)	
65	7835 · Fees, Dues, License	61	61	0	
66	7840 · Income Tax	-	600	(600)	
67	7870 · Management Fee	38,076	38,077	(1)	
68	7880 · Office Supplies, Postage, etc.	1,772	4,000	(2,228)	
69	7882 · Document Storage	2,160	2,160	-	
70	7885 · Landings Eagle Newsletter	7,413	9,100	(1,687)	
71	7886 · Communications	3,187	4,300	(1,113)	
72	7887 · Strategic Planning & Pub. Relations	4,702	10,000	(5,298)	3,000
73	7888 · Aesthetics	19,545	10,000	9,545	
74	7890 · Bad Debt Expense	14,175	5,000	9,175	
75	7892 · Property Tax	5	11	(6)	
76	7895 · Contingency	-	10,000	(10,000)	
77	<b>Total 7800 · Administration</b>	<b>98,145</b>	<b>129,409</b>	<b>(31,264)</b>	
78	<b>C&amp;D Accounts</b>				
79	9050 · C&D Electric	553	300	253	
80	9150 · C&D Insurance	300	300	-	
81	9230 · C&D Landscaping	1,900	3,800	(1,900)	
82	9240 · C&D Grounds Maint Contract	5,020	6,000	(980)	
83	9260 · C&D Chemical Treatment	1,430	2,400	(970)	
84	9280 · C&D Irrigation Maintenance	1,833	2,000	(167)	
85	9285 · C&D Drainage	-	-	-	
86	9290 · C&D Lighting Repairs & Supplies	250	250	(0)	
87	9291 · C&D Road Repair & Maintenance	11,049	3,500	7,549	30,000
88	9300 · C&D Maintenance Supplies	63	150	(88)	
89	9380 · C&D Administration	300	300	-	
90	9390 · C&D Prior Year Deficit	-	-	-	
91	<b>Total 9000</b>	<b>22,697</b>	<b>19,000</b>	<b>3,697</b>	
92	<b>Total Expense</b>	<b>703,687</b>	<b>811,672</b>	<b>(107,986)</b>	<b>35,000</b>
93	<b>Net Income</b>	<b>66,845</b>	<b>0</b>	<b>66,844</b>	
94	<b>Probable Net Income</b>				

**Drainage Report**  
**February 7, 2013**

The existing drainage culvert and swale draining Kestral Park Place cul-de-sac has to be replaced but elevations make it difficult to drain the lower half of that area through an enclosed pipe. Also, because the lower area is a designated flood plain, permitting of an enclosed pipe might be impossible. JAG Engineering has been authorized to prepare construction drawings for the installation at a cost of \$2,000. We will obtain competitive bids for the installation.

The \$3,200 contract with Overholt Landscaping to clean the silt from the downstream one half of the "Pintail Way Creek" and to add revetment at the corner where the creek turns toward Landings Blvd has been awarded and work has started. Landscaping is not included in this contract.

Jack Jost

## Jack Jost

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**From:** Jack Jost <jljost@verizon.net>  
**Sent:** Thursday, January 24, 2013 3:15 PM  
**To:** 'kwj@jag-eng.com'  
**Subject:** RE: Landings Blvd and Heron Way Proposal

You have authorization to proceed with engineering up to \$2,000. Please keep me posted.

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**From:** Kurt Jensen [<mailto:kwj@jag-eng.com>]  
**Sent:** Thursday, January 24, 2013 12:32 AM  
**To:** 'Jack Jost'  
**Cc:** [mwm@jag-eng.com](mailto:mwm@jag-eng.com)  
**Subject:** Landings Blvd and Heron Way Proposal

Jack,

We will develop the engineering drawings for the proposed improvements we discussed for a concrete flume. We will keep it as simple as possible. Our efforts will be \$1500, plus a budget of \$500 for a structural engineer to provide input to JAG and review the flume design.

Let me know if this meets with your approval, or if you need something more formal.

kj

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**From:** Jack Jost [<mailto:jljost@verizon.net>]  
**Sent:** Monday, January 21, 2013 10:16 AM  
**To:** Kurt Jensen  
**Subject:** FW: Landings Blvd and Herron Way Proposal

When can I expect your proposed design for this project?



Landscaping, Design & Maintenance  
 PO Box 7365  
 Sarasota, FL 34278  
 (941) 954-2399

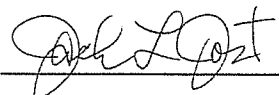
# Proposal

Date	Estimate #
1/7/2013	4096

Customer Name

Jack Jost  
 Landings Comm. Assoc.  
 4807 Peregrine Point Circle W.  
 Sarasota, FL 34231

Telephone	Alt. Telephone	E-mail	Referred By	
941.922.5195	941.350.9595	jjjost@verizon.net		
Description		Qty	Cost	Total
Landscaping Design & Installation Pintail Way Creek		1	3,700.00	3,700.00
Remove Viburnum & Roots Widen and clean Pintail Way basin Install RipRap (Approx. 135 bags) Clean drainage ditch from Pintail Way basin to culvert / telephone pole basin (approx. 300')				
Miscellaneous One Time Discount			-500.00	-500.00
This invoice approved for 50% down payment of \$1,600 to Nathan Overholt for Pintail Way Creek widening and cleanup.				
1/2 down on acceptance - balance due on completion. 90 day guarantee on all plants. No guarantee on sod - installed in excellent condition.			<b>Total</b>	<b>\$3,200.00</b>

Signature  Date January 7, 2013

## Henry Rhodes

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**From:** Joe Hennessy [josephchennessy@gmail.com]  
**Sent:** Wednesday, February 06, 2013 7:32 PM  
**To:** Henry Rhodes; George@argusmgmt.com; Sara Bagley  
**Cc:** Joe Hennessy  
**Subject:** LMA Board Meeting- Landscape

All:

I am quite certain that I will be unable to make the meeting tomorrow night as I am in the process of moving my mother into assisted living. So, I have 2 items for you for the meeting  
1) The landscape update and 2) a note about the budget that could come up at the annual meeting.

The Update - The following projects are in progress for the 1Q 2013:

- 1) Rennovate Greenfoeld Crossing Island
- 2) Reduce the invasives along the Nature Trail
- 3) Clean-Up the vegetation along the Phillippi Creek Security wall, prune 54 palms
- 4) Mulch the common areas

The Budget - Someone could ask why the Landscape budget has grown over 2012. The primary reasons are 1) the mulch program and 2) the horticulture plan for Eagles Nest Area

Joe

Sent from my iPad



**Feb. 7, 2013**

**TO: LMA BOARD**

**FROM: R.A. De Anna – Chairman Roads Committee**

**RE: Road/s Repaving.**

**OPINION / SUGGESTION:**

**At such time as the LMA Board and or the Roads Committee deems it is time to pave a section of road. Contact the presidents of the various associations 90 to 120 days prior to the scheduled date for the paving and inform them of the upcoming paving. Suggest that if their association is considering repaving their drives and or parking areas it may benefit all parties concerned to that work simultaneously. This may help with some cost saving, traffic concerns & etc. The reason for 90 to 120 days advance notice is to give that association time to decide if they want any drive or parking areas repaved and also that association has time to negotiate a contract with the paving contractor independent of the LMA contract.**

A handwritten signature in black ink, appearing to be 'R.A. De Anna', written in a cursive style.