



**MARSH HARBOUR
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
APRIL 19, 2024
10:00 A.M.**

Special District Services, Inc.
The Oaks Center
2501A Burns Road
Palm Beach Gardens, FL 33410

www.marshharbourcdd.org
561.630.4922 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile

AGENDA
MARSH HARBOUR
COMMUNITY DEVELOPMENT DISTRICT
Marsh Harbour Community Clubhouse
1000 Marsh Harbour Drive
Riviera Beach, Florida 33404
REGULAR BOARD MEETING
April 19, 2024
10:00 a.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Additions or Deletions to Agenda
- E. Comments from the Public for Items Not on the Agenda
- F. Approval of Minutes
 - 1. March 22, 2024 Regular Board Meeting.....Page 2
- G. Old Business
 - 1. Discussion Regarding Hi-Tek Security’s Proposal.....Page 5
- H. New Business
 - 1. Discussion Regarding Mechanical Arm at the Front Exit Gate
 - Consider Approval of Proposal for Access Masters.....Page 12
 - 2. Discussion Regarding Erosion Responsibility
 - 3. Discussion Regarding Tree Removal on Residents Property
- I. Administrative Matters
- J. Board Members Comments
- K. Adjourn

LOCALIQ

The Gainesville Sun | The Ledger
Daily Commercial | Ocala StarBanner
News Chief | Herald-Tribune
News Herald | The Palm Beach Post
Northwest Florida Daily News

PO Box 631244 Cincinnati, OH 45263-1244

PROOF OF PUBLICATION

Marsh Harbour Cdd
Marsh Harbour Cdd
2501 BURNS RD
STE A

PALM BEACH GARDENS FL 334105207

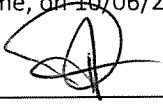
STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of the Palm Beach Post, published in Palm Beach County, Florida; that the attached copy of advertisement, being a Public Notices, was published on the publicly accessible website of Palm Beach County, Florida, or in a newspaper by print in the issues of, on:

10/06/2023

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 10/06/2023



Legal Clerk



Notary, State of WI, County of Brown

4-6-27

My commission expires

Publication Cost: \$259.56
Order No: 9343449 # of Copies:
Customer No: 730531 1
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DENISE ROBERTS
Notary Public
State of Wisconsin

MARSH HARBOUR COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2023/2024 REGULAR MEETING SCHEDULE

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Marsh Harbour Community Development District will hold Regular Meetings of 10:00 a.m. in the Marsh Harbour Community Clubhouse located at 1000 Marsh Harbour Drive, Riviera Beach, Florida 33404 on the following dates:

- October 20, 2023
- November 17, 2023
- December 15, 2023
- January 19, 2024
- February 16, 2024
- March 22, 2024
- April 19, 2024
- May 17, 2024
- June 21, 2024
- July 19, 2024
- August 16, 2024
- September 20, 2024

The purpose of the meetings is to conduct any business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of the Agendas for any of the meetings may be obtained from the District's website or by contacting the District Manager at (561) 630-4922 and/or toll free at 1-877-737-4922 prior to the date of the particular meeting.

From time to time one or more Supervisors may participate by telephone; therefore a speaker telephone will be present at the meeting location so that Supervisors may be fully informed of the discussions taking place. Meetings may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at (561) 630-4922 and/or toll-free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

Meetings may be cancelled from time to time without advertised notice.

MARSH HARBOUR COMMUNITY DEVELOPMENT DISTRICT

www.marshharbourcdd.org
Oct 6, 2023 #9343449

**MARSH HARBOUR
COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
MARCH 22, 2024**

A. CALL TO ORDER

The March 22, 2024, Regular Board Meeting of the Marsh Harbour Community Development District (the “District”) was called to order at 10:04 a.m. in the Marsh Harbour Community Clubhouse located at 1000 Marsh Harbour Drive, Riviera Beach, Florida 33404.

B. PROOF OF PUBLICATION

Proof of publication was presented that notice of the Regular Board Meeting had been published in the *Palm Beach Post* on October 6, 2023, as part of the District’s Fiscal Year 2023/2024 Regular Meeting Schedule, as legally required.

C. ESTABLISH A QUORUM

It was determined that the attendance of Chairperson Allen Walker, Vice Chairman Kent Pollock and Supervisors Judy Briggs (via phone), Tasha Mullings (via phone) and Nadine Sampson constituted a quorum, and it was in order to proceed with the meeting.

Staff present included: District Manager Sylvia Bethel of Special District Services, Inc.; and District Counsel Gregory George of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

Also present was Deydriana Rhooms of 1305 Lucaya Drive.

D. ADDITIONS OR DELETIONS TO THE AGENDA

Ms. Bethel advised that she had received an email request from the HOA and would like to add it under New Business - Discussion Regarding Residents’ Request for Sod (1303, 1305, 1307 Lucaya Drive).

E. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

There were no comments from the public for items not on the agenda.

F. APPROVAL OF MINUTES

1. February 16, 2024, Regular Board Meeting

The minutes of February 16, 2024, Regular Board Meeting were presented.

A **motion** was made by Mr. Walker, seconded by Mr. Pollock and unanimously passed approving the minutes of the February 16, 2024, Regular Board Meeting, as presented.

G. OLD BUSINESS

There were no Old Business items to come before the Board.

H. NEW BUSINESS

1. Discussion Regarding Residents' Requests for Sod (1303, 1305 & 1307 Lucaya Drive)

Ms. Bethel directed the Board's attention to the handout and stated that this issue had been brought to the Board's attention previously and had been denied since the back of resident homes is not CDD responsibility. A lengthy discussion ensued. Ms. Rhooms inquired about the responsibility of irrigation behind the homes and tree trimming. She indicated that the area was too shaded for grass to grow and could the District trim the tree. Mr. George stated that a regulation came out about two years ago stating if the homeowner gets a letter from a certified arborist stating the tree was posing a threat to the homeowner's property or person, the homeowner could have the tree removed without a permit. Mr. Pollock stated the irrigation behind homes had never worked but we could request a proposal from Russ Total Lawn Maintenance, LLC. Ms. Rhooms inquired about who was responsible for sod erosion. Mr. Pollock stated it depended on the property line. Ms. Bethel stated she would have to look into this.

2. Discussion Regarding Hi-Tek Security

Ms. Bethel stated that Mr. Walker requested this item be added to the agenda. Mr. Walker indicated that cars were parked on the streets. He spoke with the guards and they cannot sticker it because it is legal street parking. Mr. Pollock explained the bylaws and rules & regulations of the HOA. He stated this was not CDD responsibility and should be discussed at the HOA meeting. Ms. Bethel asked if there were any other items regarding security that concerned the CDD. A lengthy discussion ensued. Ms. Rhooms advised that the security guards were not checking identification and rovers were driving around, not checking their surroundings. Mr. Pollock stated the system had been down since last week and asked if this had been an issue before the system went down. Ms. Rhooms indicated it was. Ms. Bethel stated she would follow up with security about the issues after the meeting.

3. Discussion Regarding Hi-Tek Security's Proposal

Ms. Bethel advised that she had followed up, at the Board's request, regarding the security proposal. She spoke with Mr. DeCastro and he was heavily considering the Board's proposed number, however, expenses have gone up and it is difficult to keep and add staff. Ms. Bethel stated that Mr. DeCastro indicated he could do the \$379,000 for 2 years with a 6% increase after the second year. A lengthy discussion ensued. Mr. Pollock stated that the Board had received several security proposals, and they have all been over \$400,000. Mr. Rhooms inquired if the Board had ever thought about virtual security. Ms. Sampson stated this would not work with the community due to its demographics and the community is not suited for a virtual guard in her opinion. Ms. Bethel stated the CDD did check into switching to a virtual guard, however the Board decided against it. Mr. Pollock explained in further detail. Mr. George stated he has mentioned this before about the District cutting back on services if the Board wants to save money. The Board decided against this option. Ms. Sampson stated she believed they should stay with the \$350,000 and see if Hi-Tek can make it work. The Board agreed. Ms. Bethel stated she would follow up with Hi-Tek.

I. ADMINISTRATIVE MATTERS

Mr. George reminded the Board not to forget to complete their 4 hours of ethics training due by December 31st. He will send the memo out and it includes a link for classes. He also reminded the Board that Form 1 – Statement of Financial Interests would only be accepted electronically this year moving forward and that it was due July 1st. Ms. Bethel also reminded the Board to make sure to write down their training completion date.

J. BOARD MEMBER COMMENTS

There were no further comments from the Board Members.

K. ADJOURNMENT

There being no further business to come before the Board, the Regular Board Meeting was adjourned at 11:00 a.m. on a **motion** made by Mr. Pollock, seconded by Mr. Walker and the **motion** passed unanimously.

Secretary/Assistant Secretary

Chairman/Vice Chairman



April 11, 2024

MARSH HARBOR COMMUNITY DEVELOPMENT DISTRICT
Special District Service, Inc.
Sylvia Bethel, District Manager
2501 Burns Road Suite A
Palm Beach Gardens, FL 33410

Ms. Sylvia Bethel,

Thank you for considering HI-TEK Security for your security concerns. We appreciate the opportunity to serve you and, as a locally owned and operated company, we can seamlessly transition our services to assist you in your security needs. We are looking forward to developing a long standing partnership with you.

Attached is a 30 Day Transition/Implementation Plan for your consideration when Developing **MARSH HARBOR CDD** Security.

Hi-TEK Security Services is aware that there is quite a selection of security providers in the central and southern Florida area however, finding a competent and professional provider is definitely a challenge. We were founded on the idea of filling the void for the most common problems our potential clients face in their security company selection. Problems such as lack of professional attire and demeanor, unsupervised, untrained and under qualified officers, lack of follow through on the part of management, untrained officers, lack of site-specific solutions and understanding, and, especially, the need of effective officer communication (English language skills, writing ability, etc.).

Honest | Informed | Trained | Experienced | Knowledgeable

www.hiteksecuritynow.com



Unfortunately, it seems as though most security companies just want to “throw a body” on your property to complete the minimum requirement for the contract. This is what sets us apart from our competition.

The upper management of HI-TEK Security Services has extensive military, law enforcement and management experience. We have incorporated this knowledge and skill into comprehensive training programs allowing our entire staff to provide you with the excellent customer service and the superior quality of officers that you deserve. We are the only company in central and south Florida that provides the client with direct phone lines to the owner and the management team. As the owner of HI-TEK Security it is my direct commitment to my clients to be a daily participant in my company. All of our management staff, including myself, is continuously directly involved with each of our clients’ properties to make sure that each site is being properly serviced. At HI-TEK, the client is the most important individual that this company has. We make sure that all sites are always running properly and, if the client has any challenges, they can immediately access a member of upper management (including myself) to get a solution to the challenge immediately (even if it is at 2:00am in the morning). It is our mission at HI-TEK Security Services to make sure that your investment in our partnership is a sound and safe decision. If we are privileged to be able to serve you, we will do anything and everything to make sure that your property is a safe one for every one to enjoy.

We would love the opportunity to be part of **MARSH HARBOR CDD**, family.

Feel free to contact me anytime to schedule an appointment so that we can sit down and talk about any challenges that you have on the property right now and how we

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www.hiteksecuritynow.com



can help you to resolve those problems. My contact information is as follows: Office (561) 687-8172 Cell# (561) 348-0260.

Sincerely,

Elliot De Castro

President /Owner

Honest | Informed | Trained | Experienced | Knowledgeable

www.hiteksecuritynow.com



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/28/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


PRODUCER Atlantic Pacific Insurance 620 SE Central Pkwy Stuart FL 34994		CONTACT NAME: Gale Fuller PHONE (A/C, No, Ext): (772) 223-0400 E-MAIL ADDRESS: gfuller@apins.com FAX (A/C, No): (772) 223-1919	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A : Tokio Marine Specialty	NAIC # 23850
		INSURER B : Philadelphia Insurance Co.	23850
		INSURER C : Michigan Commercial Ins Mutual	10998
		INSURER D :	
		INSURER E :	
		INSURER F :	
INSURED Hi-Tek Security Services 1860 Old Okeechobee Rd Ste 503 West Palm Beach FL 33409			

COVERAGES - CERTIFICATE NUMBER: 23/24 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			PPK2606611	09/22/2023	09/22/2024	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						MED EXP (Any one person) \$ 10,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PERSONAL & ADV INJURY \$ 1,000,000
	OTHER:						GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
B	AUTOMOBILE LIABILITY			PHPK2606556	09/22/2023	09/22/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY	<input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY					
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							Medical payments \$ 5,000
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	DED						\$
	RETENTION \$						\$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WC100-0016369-2023A	11/21/2023	11/21/2024	PER STATUTE
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N	N/A				OTH-ER
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. EACH ACCIDENT \$ 500,000
							E.L. DISEASE - EA EMPLOYEE \$ 500,000
							E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER		CANCELLATION	
Hi Tek Security Services Inc 1860 Old Okeechobee Rd #501 West Palm Beach FL 33409		SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.	
		AUTHORIZED REPRESENTATIVE 	

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FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES

**WILTON SIMPSON
COMMISSIONER**

DIVISION OF LICENSING

08/22/23
DATE ISSUED

09/26/26
DATE OF EXPIRATION

B 2500172
LICENSE NUMBER

HI - TEK SECURITY SERVICES, INC.

1860 OLD OKEECHOBEE ROAD
SUITE 503
WEST PALM BEACH, FL 33409

DECASTRO, ELEODORO J, OWNER

THE SECURITY AGENCY NAMED ABOVE IS LICENSED AND REGULATED UNDER THE PROVISIONS OF
CHAPTER 493, FLORIDA STATUTES.



A stylized, handwritten signature in black ink, appearing to read "W. Simpson".

**WILTON SIMPSON
COMMISSIONER**



HI-TEK SECURITY SERVICES, INC.

Oak Ridge Business Park
 1860 Old Okeechobee Road, Suite 503
 West Palm Beach, FL 33409
 561-687-8172 • Fax: 561-687-8176

EMAIL DATE 04-11-24

CUSTOMER

MARSH HARBOUR COMMUNITY DEVELOPMENT DISTRICT,
 SPECIAL DISTRICT SERVICES, INC.
 SYLVIA BETHEL ,
 2501 BURNS ROAD, SUITE A
 PALM BEACH GARDENS, FL 33410

SERVICES LOCATION

MARSH HARBOUR CDD.
 TARA BENNETT / PROPERTY MANAGER
 1000 MARSH HARBOR DR.
 RIVIERA BEACH, FL 33404

MONTHLY INVOICE

HRS PER 4 WEEKS 1,120HRS

DESCRIPTION	UNIT	HRS	DAYS	1 WK	4WKS	PRICE	AMOUNT
GATEHOUSE ACCESS CONTROL S/O	MON - SUN 7AM - 7AM	24	7	168	672	HRS \$27.16	\$18,251.52
UNARMED SECURITY PATROL S/O	MON - SUN 3PM - 7AM	16	7	112	448	HRS \$27.16	\$12,167.68
					1,120HRS	TOTAL	\$30,419.20

ANNUALLY

HRS PER 52 WEEKS YEARLY 13,440HRS

DESCRIPTION	UNIT	HRS	DAYS	4 WK	12MNTHS	PRICE	AMOUNT
GATEHOUSE ACCESS CONTROL S/O	MON - SUN 7AM - 7AM	24	7	672	8,064	HRS \$27.16	\$219,018.24
UNARMED SECURITY PATROL S/O	MON - SUN 3PM - 7AM	16	7	448	5,376	HRS \$27.16	\$146,012.16
					13,440HRS	TOTAL	\$365,030.40

INCENTIVES

SUPERVISOR - WILL BE AVAILABLE 24/7
 GOLF CART - MAINTENANCE AND TIRES
 TECHNOLOGY PACKAGE: REPORTS WILL SUBMITTED BY EACH SHIFT OF DAILY OPERATIONAL
 ACTIVITIES IN THE COMMUNITY AND EMAIL TO THE PROPERTY MANAGER DAILY.
 CELL PHONE
 TWO WAY RADIOS
 8 NATIONAL HOLIDAYS PAID TO THE EMPLOYEES BY HI-TEK SECURITY.

EXCLUSIVE SERVICES

ANOTHER EXCLUSIVE SERVICE FOUND ONLY AT HI-TEKSECURITY SERVICES, INC. IS OUR
 SERVICE DEPARTMENT WHICH IS ACCESSIBLE BY PHONE 24 HOURS A DAY , 365 DAYS A
 YEAR AND ALWAYS READY TO RESPOND AS NEEDED.

(2) TWO YEAR CONTRACT

(2) SECOND YEAR CONTRACT WITH A 4% INCREASE

* THESE SERVICES HAVE BEEN OFFERED TO MARSH HARBOUR SINCE JUNE 13, 2021
 WITH ONLY ONE SERVICE COST INCREASE.



Marsh Harbour HOA





PROPOSAL

4491R

Marsh Harbor
1000 Marsh Harbor Drive,
Riviera Beach, FL 33404

February 19th, 2024

We hereby submit specifications and estimate on the following for: **Exit.**

1. To remove and dispose of existing swing gate operators on exit.
2. To provide and install one (1) Megatron 1400HP swing gate operator by Maximum Control featuring battery backup, 24DC brushless motor, PVC lockable cover, low and high surge suppressor mounted on existing footer connect to existing controls.

TOTAL PRICE FOR THE ABOVE PROJECT PARTS/MATERIALS AND LABOR \$4,919.00*

50% DEPOSIT IS REQUIRED TO START THE PROJECT, BALANCE DUE UPON COMPLETION.

ONE-YEAR PARTS AND LABOR WARRANTY IS INCLUDED, EXCEPT ACCIDENTAL DAMAGES, VANDALISM, LIGHTENING, FLOOD, FIRE, WIND, ELECTRICAL SURGE, INSECTS, SMALL CREATURES OR ANY OTHER ACT OF GOD.

* THE COST OF PERMITS, ENGINEERING FEES (IF APPLICABLE) AND ADDITIONAL INSURED **ARE NOT INCLUDED** IN THE ABOVE PROPOSAL AND WILL BE BILLED TO THE OWNER AS A SEPARATE ITEM.

Any problems or deficiency found during work in progress and final configuration will be reported to the owner(s) with a written repair estimate. There will be a temporary power and sprinkler water disconnection during underground work. Owners to provide possible relocation of sprinkler heads, possible minor repairs for sprinkler feed and the new gate locations and landscaping if needed.

Title to goods shall remain in Seller's possession until above amount is fully paid. Products shall remain personal property despite the fact that they may be affixed or attached to real property. When delivered to job site, products may not be removed from job site prior to full payment.

In the event of Buyer's failure to make timely payments, or comply with any of the terms hereof, or of any material change in Buyer's financial status the balance due under this contract shall become immediately due and payable. Seller has the right in such event to take immediate possession of the products described herein which are unpaid for at the time, without process of law, and thereafter may enter premises where products may be and remove them; further Seller may exercise any and all rights and remedies of a secured party under the uniform Commercial Code, or otherwise available under law.

Access Masters, LLC will guarantee above pricing for a period of 30 days from the date of this PROPOSAL and reserves the right to withdraw it if not accepted within 30 days.

ACCEPTANCE OF PROPOSAL

The prices, specifications and conditions are satisfactory and are hereby accepted. We have carefully read the terms and conditions of this PROPOSAL and you are authorized to do the work as specified. If accepted this PROPOSAL becomes a CONTRACT between **Access Masters, LLC** and OWNERS. Payments will be made as outline above.

Cancellation: In the event of cancellation by customer, all cost and material shall be levied against the customer's deposit. Unused parts and materials obtained for the job will be charged 25% restocking fee. The deposit is non-refundable on permits, welded fences, gates and custom jobs.

Access Masters shall under no circumstances be liable for any loss, damage or expense for any reason once proposed equipment is installed in the proposed location. Customer assumes all responsibility in the event of a gate malfunction or damage to vehicles and/or property.

OWNER SIGNATURE _____ TITLE/POSITION _____ DATE _____

ACCESS MASTERS, LLC _____ DATE _____

PLEASE RETURN SIGNED PROPOSAL