



June Meeting Review

If you were not able to attend the most recent HOA Board meeting in June, here is a summary of what you missed:

Review of Completed Projects: The Board reviewed all projects that have been completed since January, please see more information within this newsletter. We would like to thank all the volunteers who helped accomplish some of the projects to help with cost for the HOA!

Review of Community Walk-Thru: The Board review items from the annual walking inspection and have addressed items found to have corrected. New items involving irrigation and backyard landscaping were established.

Pressure Washing: The Board has approved the pressure washing of the far community wall and fence along the unowned lot on Eola Way.

Meeting Minutes: If you would like to review the meeting minutes, they will be emailed out or simply log into the community website as all are posted or email Highland Community Management at: j.conklin@hcmanagement.org

Where Can I find Information About Up-Coming Meetings? All Meetings are notified by email and posting of signs at the guard house and soon at the clubhouse.

This newsletter details further board action, so please read each article for more information.

What to do about the Noise?

With more and more places opening up after COVID restrictions have been lifted, an increase of Short term rentals have begun! As we welcome our guests, Owners need to make sure to remind guests of proper noise levels and quiet hours.

Quiet Hours per Haines City are from 10:00 PM to 7:00 AM. Please make sure all guests are aware otherwise Police could be called and could receive up to a \$500 fine!

If you need to report a noise violation, Haines City Police issued an article that states that these issues should be reported directly to the Police. A copy of this article is on the HOA Facebook Page for review!

If you would like to review the City Ordinance, please use the website below:

http://hainescity.iqm2.com/Citizens/Detail_LegiFile.aspx?MeetingID=1149&ID=1522

NEW BOARD OF DIRECTORS EMAIL, WEBSITE AND FACEBOOK PAGE!

New Board Email:

cpatlhoa@gmail.com

New HOA Website:

<https://www.calabayparcattowerlake.org>

New HOA Facebook:

<https://www.facebook.com/CalabayParcTowerLakeHOA>



Parking & Vehicle Reminders

Vehicle Passes & Decals

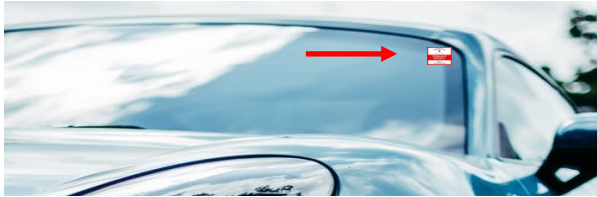
To help curb unwanted visitors and trespassers in our community, while expediting the process of entering the subdivision through the main gate, every vehicle is required to have either a window decal or a temporary hanging tag.

Which one do you need?

To request a decal, please call or email [Jennifer Conklin](#). Temporary guests will continue to receive their hanging paper tags at the gatehouse.

Where to Place Your Decal

Affix your decal to the upper-driver's-side window, facing the guard house.



Permanent Residents (RED DECAL)

- For permanent residents who live in the community *YEAR-ROUND*.
- Decal is affixed to the *OUTSIDE* window (see below).
- This decal is permanent, tamper-resistant, and reflective so the guards can see your decal at night.

Temporary Hang Tags

(given out at Guard House)

- For guests and visitors staying for a short period of time (less than 30 days)
- Tag is to be visible for security and on the vehicle while in the community
- These tags will begin to be color coded for length of stay, all hang tags have a maximum time length of 30 days.

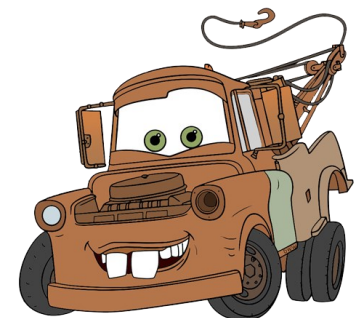
New Towing Enforcement

A new parking restriction was approved at the 2020 Annual Meeting which now only allows parking on one side of the street (side without mailboxes), and the Board amended our contract with Anytime Towing to allow the company to enforce towable violations without the requirement of prior board approval.

Bolton's Towing will be conducting random monitoring throughout the community, and vehicles that are parked illegally may be towed, without warning, and at the owner's expense. This includes:

- Vehicles illegally parked in NO PARKING zones where signs are posted
- Vehicles on grass/lawns, on HOA property (more than 6 inches on grass is towable)
- Vehicles parked on street on side where mailboxes are present
- Vehicles parking on the street facing the opposite way of flow of traffic
- Parking within the 30 feet of an intersection or stop sign

Furthermore, there is a growing problem with guests/visitors parking in empty driveways or blocking driveways of other homeowners. Please reaffirm this is trespassing and homeowners can and will have vehicles towed at the expense of the vehicle driver.





Irrigation Timer Updates

Upon review and work done by management and our landscaper, we have been made aware of residents having unlocked irrigation timers, most due to broken latches, and residents have been changing the settings to off or to setting outside the water restrictions of Haines City. This can pose major accountability issues for dead landscaping due to lack of irrigation or fines by the city for watering outside their restrictions.

As the HOA is responsible for the maintenance of the irrigation systems and reduce liability on the HOA, locks will be installed on all timers in order to manage the settings of each timer to make sure they are set within the correct guidelines of the City.

What Happened to the “Call Ahead List”?

Not to worry about not being able to stop unwanted visitors. We have adjusted this option to be called the “Visitor Restricted Access List”. We are hoping that this will help with some confusion on what is the proper procedure if you wish to be placed on this list. In this Newsletter email, there is a link to receive the Restricted Visitor List Request Form. If you would like to be on this list (which is optional), simply fill out the form and return to the emails listed. There is a form for both Full-Time Owners and for Short-Term Rental Owners so please make sure you use the correct form.

If you would like to use this option, please remember that **ONLY THE LISTED VISITORS** on the form will be allowed entry. If someone is not listed, they will be denied access to the community. Security will not be calling owners to request permission, they will simply be denied.

**If you have a trespass agreement or a protective order, but do not want to be on this list, you can simply reach out and be placed on another list with this information as Security will call Police immediately if these individuals try to gain access.*

Take Our Poll...



New Survey Coming Soon!

The Board has been working on a new survey that will be sent out in July to review all parts of the HOA to get an owner’s perspective on all items within the community! Don’t forget to take our poll and let your voice be heard!

In the efforts to make sure the Board is able to serve to the best interest of the community as a whole, we are asking for you to participate in a poll on items that have been presented to the board to see if you would like to see any of these ideas done for 2022.

This is your time to have your voice heard on how HOA funds are spent!

Please watch for our survey in an upcoming email!



HOA vs Homeowner Responsibility

This document is intended to help clarify the responsibility of the HOA and Homeowners. This is intended to be a living document and potentially not all inclusive.

HOA Association Responsibility:

- Provide HOA management to oversee communications and provide assistant to the HOA Board of Directors.
- Provide security into the community – vehicular access to community only
 - 24 hours a day, 7 days a week.
- Provide lawn maintenance throughout the community
 - April 1st to Sept 30th weekly lawn mowing
 - Oct 1st to Mar 31st as needed mowing (usually done bi-weekly)
 - Edging both hard and soft will be preformed at time of lawn mowing
 - Fertilization
 - Lawn
 - Ornamental shrubs and tree will be done twice a year
 - Palms will be done once a year
 - Pest control
 - Land and landscaping are monitored and spot treated a needed. Landscape damaging pests such as chinch bugs and fire ants.
- Provide landscape maintenance throughout the community
 - Shrubs will be pruned as needed done monthly (each home to be trimmed once per month)
 - Palms will be trimmed bi-annually. Limbs under 2 inches in diameter and until 12 feet from the ground when over street and/or sidewalk.
- Provide irrigation inspections and repair damaged items as needed, however homeowners may be charge for damage they caused or just normal wear and tear to the system.
 - 12 times a year (Monthly)
 - If issues are seen during weekly maintenance of community, then they are noted and addressed with HOA management.
- Maintain the community clubhouse for community usage
- Maintain the community dock for community usage
- Power washing of the HOA common area sidewalks, driveways, walls, and buildings as needed.
- Provides mulch in the landscape areas every year or other year as needed.
- Maintain the Community Gates and Walls that are on HOA Common Property

Homeowner Responsibility:

- Painting of the exterior of the house as required
- Maintenance and repair of house roof as required
- Replacement landscaping as required
- Repair/replace grass as required
- Ensure the irrigation system water is operable (water meter is unlocked and power is running to controller).
- Irrigation system placement of sprinkler heads to ensure total grass coverage. Over time the landscaping may cover the sprinkler coverage of the lawn. Upgrades and changes to irrigation system
- Power washing of the house, driveway and sidewalks associated with the address.
- Trash and Recycling cans which need to be stored inside the garage or alongside of the home behind either hedges or a small fence.
- Maintenance of all Hardwood Trees (examples: Oak Trees and Magnolia Trees)
- Completion of Alteration Applications for any changes to be made to the exterior of the home and are approved prior to work being started.
- Complete Maintenance of pools and pool enclosures, including screens
- Pest Control of the interior of the home and outside the home for nuisance pests (example: hornets, pyramid ants)
- In Compliance with Polk County Animal Ordinance: Please keep all pets on a leash and all waste must be picked up and disposed of

Community Updates

Community Projects Completed so Far

The HOA has been able to complete the following projects within the community and are looking to continue to make positive changes still this year!

1. Thanks to Volunteers we had all common areas of sidewalks and clubhouse completed. This gave the ability to have the far community wall and fence on Eola Way cleaned!
2. The creation of a new, more user friendly, HOA website and Facebook page to send HOA updates. A big THANK YOU to our Vice President Leo for designing this!
3. The movement of all mailboxes and installation of Parking signs and yellow curbing in order to enforce the parking restrictions which has helped clear the streets for vehicle access!
4. A new A/C unit for our wonderful guards at the Security House!
5. The installation of a new roof to our clubhouse. This will make sure the clubhouse does not have any issues with broken tiles anymore!



What's For Lunch? - Did someone say Food Truck Event???

We will be having a Food Truck Event within the Community! This event will only be open to residents within the community so it is also a great way to meet your neighbors! We are planning to have this event after our next Meeting!!!



Back to School!



Bus Stop at Gate on Minnehaha Circle

With more families moving into the community, there will be more students using the bus stops at both Gates. If you plan to have your children use the bus stop at the Gate off Minnehaha Circle, please make sure you have a key card to access the pedestrian gate and not to use the vehicle gate. **THIS IS FOR THE HEALTH AND SAFETY OF THE STUDENTS!**

In July, the Board will be having a “Back to School” Special for Residents to be able to purchase Pedestrian Gate Only keys at a discounted rate, currently the cards are \$10 Each. Please email Highland Community Management to take part of this special! We will be looking to hold an on-site event as well in July for residents to purchase the Pedestrian Only Key Cards. More information will be sent once confirmed.



Reminder of Making changes to the Outside of your Home

Please note! ALL exterior changes made to your home (including mulch and landscaping) requires to submit an application for review and approval prior to work. All applications can be found online at:

www.hcmanagement.org

Animal Ordinance

Please be aware of the Polk County Animal Ordinance that is in affect within our community. We would like to remind everyone:

1. Please keep all pets on a leash or in an enclosed yard.
2. Please pick up after your pet.
3. For a full copy of ordinance, you can go online and find FL. Statute 10.001



Jennifer Conklin, LCAM
 3020 S Florida Ave Ste 305; Lakeland, FL 33803
 J.conklin@hcmanagement.org
(863) 940-2863
www.hcmanagement.org
<https://www.calabayparcattowerlake.org>

