



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 or will be completed since March, 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 Tax-Exempt Status: The Board has received confirmation from the IRS that the HOA is not qualified to have a tax-exempt status. This will only affect cost of Security, which the HOA is required to pay taxes by law.

Pressure Washing: The Board has been able to complete pressure washing of the front entrance without the use of HOA funds thanks to volunteers from the Board!

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

Board Email: cpatlhoa@gmail.com

HOA Website:

<https://www.calabayparcattowerlake.org>

HOA Facebook:

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



Updated Design Criteria

The Board has updated the Community Design Criteria to include new items such as mulch, spotlights and driveway extensions as we have received applications for these items. The updated Design Criteria can be found on the HOA website or you can request a copy by emailing Highland Community Management at: j.conklin@hcmanagement.org

The Board will also be looking to further update the Design Criteria to add pre-approved roof colors and other items to help owners with their applications.

Reminder of Making changes to the Outside of your Home

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

www.hcmanagement.org



Jennifer Conklin, LCAM

4110 S Florida Ave Ste 200; Lakeland, FL 33813

J.conklin@hcmanagement.org

(863) 940-2863

www.hcmanagement.org

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.

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

ANY vehicle attempting to enter through security which does not have a hang tag or decal WILL BE REQUIRED to present ID and check-in with security. Being a homeowner DOES NOT exempt you from this process!

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

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.



Gate Remote Registration Reminder for Resident Gate on Minniehaha

This is a reminder to all owners/residents who currently have a gate remote to make sure that they complete the required registration form which is due by April 1, 2022. If you do not submit a completed form to Highland Community Management, your remote will be de-activated until the form is completed and submitted.

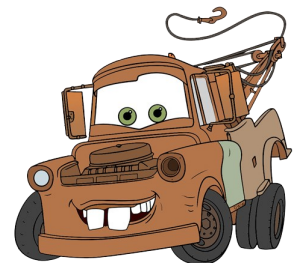
You can find the form on the HOA website or can request one by email at: j.conklin@hcmanagement.org

Please Note! Gate remotes only work at the Owner/Resident gate at Minniehaha and not at the main entrance gate where security is present.

Towing Enforcement Review

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.

VOLUNTEER



Community Updates

Community Projects Completed so Far

The Board would like to thank everyone who volunteered to help complete a few projects within the community which was able to help save over \$4000 in HOA funds!

We were able to pressure wash the front entrance/wall, clean out the retention pond off Towerlake and repaired the entrance lights in order for light to not shine into neighboring homes.

The Board will be working on a few other projects in the future and would like for anyone who would like to volunteer to let us know!

Future Projects include: painting of No Parking areas along curbs and planting in the front entrance planters.

More information will be sent with dates and times.

Reminder of Restricted Access List

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. A form **MUST** be completed and submitted, or your request will not be fulfilled.

**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.*

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



Spike Strip at Resident Gate

This is a reminder that spike strips are installed on the exit side of the Resident only gate in order to help stop trespassing vehicles using the exit to enter the community.

