



Meeting Review

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

Landscape Review: The Board along with management completed their Annual walk-thru inspection to review the current state of landscaping. Over-all the inspection was better than last year, however items were found and are being addressed with the landscaper for correction.

Amendment of Governing Documents: The Board has approved 2 have 2 amendments to the community documents drafted and voted on with the next Annual Meeting. Information will be sent with the Annual Meeting packet.

Security Updates: The Board are researching and reviewing new items for security to help both expedite access and higher security measures. More details when they are available

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>



Clubhouse Update



The Board is happy to report that we have resolved the insurance issue that we have been working on after our insurance carrier dropped all insurance coverage throughout the State of Florida!

The Clubhouse is now open for use!

If you are in need of a key card, have issues with your key not working or would like to look to rent the clubhouse for an event, please email Jennifer at Highland Community Management so she can get you the information you will need.

J.conklin@hcmanagement.org

Open Seat for the Board

At this time our current Board Member, Leo, has decided to step down from the Board. We would like to thank Leo for all the hard work he has done for the community such as designing our brand new community website!

With Leo's departure, the Board will be looking to appoint a member to fill his seat until the next Annual Meeting election.

If you are interested in volunteering for the Board, please email Highland Community Management with your name, property address and a quick introduction of yourself and why you would like to be on the Board.

All volunteers need to send their email by

June 15, 2022.



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 a government-issued ID and check-in with security with a valid address. Being a homeowner DOES NOT exempt you from this process!

Temporary Hang Tags

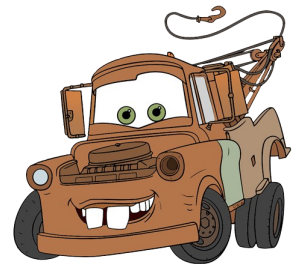
(given out at Guard House)

- 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.
- Starting June 1, 2022—each month will be issued a different color hang tag in order to help review expired hang tags. Please make sure your guests have a current hang tag while visiting.

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.

Spike Strip at Resident Gate

The Board is happy to inform owners that the installation of the new spike strip has significantly decreased any vehicles trying to enter the community through the exit gate on Minniehaha! There have also been no reports of vehicle damage due to illegal entry!

Please Remember! Gate remotes only work at the Owner/Resident gate at Minniehaha and not at the main entrance gate where security is present. You must have a remote to use the gate at Minniehaha.





Community Updates

Community Project—Help Needed

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: Date TBD
- Planting in the front entrance planters: Project to Start middle/end of June

More information will be sent with dates and times– Please email the Board or Highland Community Management if you would like to be put on a contact list to volunteer!

New Online Portal and Payment Options

We recently sent letters to homeowners in notification of our upcoming system software change to CINC Systems, LLC and partnership with One Florida Bank to simplify and improve our services to our communities. We are happy to announce the new portal is open for owners to begin creating their accounts.

The new homeowner portal: <https://highland.cincwebaxis.com/>

****The new portal will be accessible by a direct link from the HCM website <https://hcmanagement.org/>.** As April 1st is quickly approaching and our office transitions to our new software system, we wanted to send you some helpful information from CINC. The below links are training modules developed for homeowners as step-by-step guide on how to create an account and how to make online payments on the YouTube platform.

The full link can be typed into a browser, or the videos may be searched for in the YouTube app or on the YouTube website under the following video titles. All videos are posted by the “CINC Training” channel.

You can still continue to mail in payments as well! Below is the NEW MAILING ADDRESS.

Please make sure to include the property address or account number on the check.

Calabay Parc at Towerlake HOA

WebAxis Experience - Homeowners (4:25) https://www.youtube.com/watch?v=F5zuWaTgzQI
WebAxis Experience - Homeowners New Theme (4:26) https://www.youtube.com/watch?v=k2RvFwQuA4k
WebAxis Experience - How to Register for WebAxis
WebAxis Experience - Making a Payment (2:30) https://www.youtube.com/watch?v=gI89irJU6Wk
WebAxis Experience - Quick Payments

Highland
P.O. Box 21384
Tampa, FL 33622-1384
Management

Jennifer Conklin, LCAM

4110 S Florida Ave Ste 200; Lakeland, FL 33813

J.conklin@hcmanagement.org

(863) 940-2863

www.hcmanagement.org