



Highland Lakes Reserve

HLR Board of Directors Meeting
March 20, 2018
3:30pm at Marmer Construction

Agenda

Call to Order

Review and Approve Minutes from 2/19/18

Review Financials

Old Business

- Update from Robin Gibson
- Cable update
- Finalize Rules & Regs
- Signage

New Business

- Appoint new member of ARC

Adjourn





Highland Lakes Reserve

HLR Board of Directors Meeting
February 19, 2018
6:00 pm Cowpoke's Watering Hole

Agenda

Present: Marty Wohl, Kevin Bock, Bill Lanzisera, Dusty Johnson. Absent: Rebecca Benevides-Noonon

CAMs present: Linda Boring and Johanna Johnston

Marty called the meeting to order at 6:00pm

Review and Approve Minutes from 1/30/17 – Dusty motioned to approve, seconded by Bill. Motion passed.

Review Financials – Linda presented the financials. Linda noted that many members have requested waiving the late fee because they didn't notice the due date. Linda will send one more notice about the annual dues. Marty recommended to change the MidFlorida account named Savings account until it is designated Reserves. Motioned to approve by Dusty, seconded by Bill. Financials seconded unanimously.

Old Business

- Proposed language to modify the ACS – Marty presented the proposed language changed to modify the ACS that prohibits inverted swales and requires a permit. Kevin made a motion to approve the language as proposed. “Site Plan - All plans should be submitted in consistent scale of no less than 1 inch = 20'. Site plans must depict any and all structures, foundation plans, access streets, walkways, driveway, well, and other exterior improvements. In addition, site plans must show culverts, any drainage easements, and Parcel Drainage System showing compliance with Surface Water Management System. No inverted swales will be allowed. All driveways that cross existing swales or other drainage structures shall be over appropriate sized culverts and will be constructed so as not to interfere with the Southwest Florida Water Management District approved drainage plan. All culverts shall have poured mitered ends and driveways shall have a concrete, brick paver or asphalt apron constructed to Highlands County Engineering specifications.” Seconded by Dusty. Motion passed unanimously.
- Rules & Regulations – Bill presented to proposed Rules & Regulations. Bill noted that garage sales are not addressed in the current proposed rules. Marty recommended grouping yard sales and estate sales together and limit to one time a year as a community. Special exceptions can be





requested and subject to Board approval. Fines for any violation would be per statute. Marty recommended adjusting the rules for holiday decorations. Members cannot decorate until 4 weeks prior to holiday and must be taken down within 2 weeks after the holiday. Add "Use of recreational vehicles should be restricted to member's own lot and common areas." Dusty made a motion to accept the rules and regs subject to attorney review and the aforementioned edits. Seconded by Kevin. Motion passed unanimously.

- Comcast – Marty presented that Comcast still has not given a proposal on paper yet.
- Lighting at Sparta – Edgewood put in additional lighting to show the board the option and can remove if the board does not accept this additional proposal in the amount of \$5120. There was discussion about how dark it would be without the lighting now. Marty recommended having a meeting with Edgewood at night when the lights are on to better decide what needs to be lit and what doesn't.

New Business

- Ranch Access – Kevin reported that he saw a pickup come in the Sparta gate and went to the Ranch gate and waited for the guy to let him in to the Ranch. Kevin recommended that the Association send notice that if it continues the their codes will be removed.
- Annual Meeting Agenda/Notice – Marty recommended to ask for a vote to designate \$200,000 and borrow up \$150,000 for installation of cable infrastructure if needed.
- Reserve – we will table
- Request from owners - late fee – previously discussed to send final notice to pay association fee.
- 4 wheelers – individuals have been seen riding along the fence line on 4 wheelers. Will be added to the rules.

Adjourned: Meeting adjourned 7:35pm





Johanna Johnston <camprofessionals@gmail.com>

FW: Highland Lakes Reserve cable

Marty Wohl <marty@marmerconstruction.com>

Mon, Mar 19, 2018 at 9:19 AM

To: Bill Lanzisera <spoiler409@gmail.com>, Kevin Bock <Kevin@teresabock.com>, "Donald Johnson (dohojo05@gmail.com)" <dohojo05@gmail.com>, Rebecca Benevides <rbtnpa@earthlink.net>

Cc: Linda Boring <linda@lindaboring.net>, Johanna <camprofessionals@gmail.com>

See below. Thanks.

Marty Wohl

Marmer Construction, Inc.

3321 US HWY 27 South

Sebring, FL 33870

863-314-9851 office

863-382-9851 fax

From: Mello, Nikki [mailto:nikki_mello@comcast.com]**Sent:** Monday, March 19, 2018 9:16 AM**To:** Marty Wohl <marty@marmerconstruction.com>; Hinefelt, Timothy <Timothy_Hinefelt@comcast.com>**Cc:** Leber, Jacky <Jacky_Ham@comcast.com>**Subject:** RE: Highland Lakes Reserve cable

Hi Marty. Our request for approval, which has the owners paying \$2000 a unit (a total of \$308,000 towards the construction cost of \$526,000) is pending with our Regional SVP right now. I'm not privy to the breakdown of exactly what those costs are.

Unfortunately this is a very unique situation, as I've explained. Initially we said we could not service the property at all b/c the cost to construct is so high. Since you've indicated that the owners may pay a portion of the construction costs to help make this a doable project we're working to find out what contribution would work. This type of request needs a high level approval so that's why it's taking so long.

As I said before, please ask the board/owners if they would be willing to pay at least \$2000 per unit. If not then we will have to pass again but if so we know that, at least, we have a shot if we get approval. Thank you.

Nikki

From: Marty Wohl [mailto:marty@marmerconstruction.com]**Sent:** Friday, March 16, 2018 5:34 PM**To:** Mello, Nikki; Hinefelt, Timothy

**HIGHLAND LAKES RESERVE PROPERTY OWNERS' ASSOCIATION, INC.
RULES AND REGULATIONS**

The Board of Directors (hereinafter, the "Board") of the Highland Lakes Reserve Property Owners' Association (hereinafter, the "Association"); pursuant to Section 10.25 of the Declaration of the Covenants and Restrictions for Highland Lake Reserve (hereinafter, "Declaration"), may make and enforce reasonable rules and regulations governing the use of all property subject to the Declaration, which Rules and Regulations shall be consistent with the rights and duties established by the Declaration.

Pursuant of §720.305, *Florida Statutes*, the Association may impose and levy fines against its members for violations of the Declaration, Articles of Incorporation, Bylaws, Rules and Regulations, and the Architectural Control Standards (hereinafter, the "Governing Documents").

The Association may, pursuant to §720.305, *Florida Statutes* (as amended or renumbered from time to time) impose fines and suspension of certain rights against a parcel owner and the parcel owner's agents, tenants, occupants or invitees, for failure to comply with the provisions of the Governing Documents. A fine may be imposed for each day of continuing violation at the highest rate allowed by law per violation (currently limited to \$100.00 per day) with a single notice and opportunity for hearing, provided that no fine shall in the aggregate exceed the maximum amount permissible by law (currently \$1,000.00). The party against whom the fine or suspension is sought to be levied shall be provided written notice thereof (at least 14 days' notice) and afforded an opportunity for a hearing before a committee of at least three (3) other Association members. If the party sought to be fined is not the parcel owner, the Association shall notify the parcel owner of the violation and the intent to fine.

The party against whom the fine is sought (and the homeowner if the offending party is a tenant, guest or invitee) shall have an opportunity to respond, to present evidence, and to provide written and oral argument on all issues involved and shall have an opportunity at the hearing to review, challenge, and respond to any material considered by the Association. The hearing shall be held before a Committee of Association members appointed by the Board, which may not include Board members, relatives of Board members, or persons residing in a Board member's household. If the Committee does not agree with the fine, the fine may not be levied. Parcel owners are jointly and severally liable for the payment of fines levied against their tenants, occupants, guests, or invitees.

Introduction

The Rules & Regulations, hereinafter enumerated, cover the parcels, roads, common property, and conservation areas, and are deemed in effect until amended by the Board. They shall apply to, and be binding upon, all parcel owners, their tenants, occupants, guests, and invitees. The parcel owners shall at all times obey the Rules and Regulations, and shall be responsible for informing their families, guests and lessees of said Rules and Regulations. Parcel owners are deemed in control of their families, guests and lessees, and, ultimately, are responsible for any infraction committed by them.

Violation of the Rules and Regulations may subject the violator to any and all remedies available to the Association, as provided by the provisions of the Governing Documents and Florida law.

The Association may remedy violations by fines, injunctive relief or other legal means, and the Association shall be entitled to recover in said actions any and all court costs incurred by it, together with reasonable attorney's fees against any person or violator, and, ultimately, from parcel owners responsible for their guests, agents, and lessees if not otherwise collected.

The Board may, from time to time, adopt new or amend previously adopted Rules and Regulations governing the details of the use, maintenance, management and control of the parcels, roads, common property, and conservation areas or services made available to the parcel owners and their agents, tenants, occupants or invitees.

A. Construction Activities

1. Construction work and related deliveries shall be conducted only between the hours of 7:00 a.m. and 6:30 p.m., Monday through Saturday. No construction activities or construction-related deliveries shall occur on Sundays.
2. Construction sites must be cleaned immediately following the cessation of construction activities each day, but no later than 7:00 p.m.
3. Damage caused by construction activities to parcels, properties, common property, roads, drainage areas, retention ditches and conservation areas must be repaired to the satisfaction of the Board.

B. Maintenance Standards

1. Dwellings and all other structures erected on each parcel must be kept clean, in good repair and maintained in good general appearance. All exposed wood shall be stained or painted. Every part shall be clean of graffiti, litter, dirt, mildew or other debris; and, where surfaces are painted, once painted or normally painted, no portion may be free of paint. Painted surfaces must be maintained without peeling.
2. The exterior of windows may be covered for no more than 30 consecutive days, or 90 total days per year. However, if the material used to cover the window is metal, anchored to the structure and specifically manufactured to resist high winds, that material may cover the windows for up to 180 consecutive days or 180 total days per year. Examples of specifically-manufactured materials include roll-type coverings, awning-style coverings and accordion style coverings, but do not include wood of any type or scrap metal.
3. Display of holiday decorations and holiday decorative lighting shall be limited to the four (4) weeks prior to, and the two (2) weeks after, the nationally-recognized date of the holiday for which the decorations and decorative lighting are displayed.
4. Garbage cans and receptacles shall be stored in a manner as to be hidden from view from all roads and common areas. Garbage cans and receptacles shall be placed for collection no sooner than 6:00 p.m. the day before scheduled collection and returned to a proper storage location no later than 6:00 p.m. the day of collection.
5. Storage and other types of moving "pods" may not be located on any parcel for more than fourteen (14) days in any sixty (60) day period.
6. When not in use, children's toys, bicycles, tools, power equipment, and other portable personal belongings shall be stored in a manner as to be hidden from view from all roads and common areas.
7. Mailboxes are prohibited from being placed on the parcel owner's property.

C. Lawn and Yard Care

1. Lawns are to be cut weekly during the growing season (April 1 through November 30) and as needed in the dormant season (December 31 through March 31).
2. Electric-powered or gas-powered lawn equipment may be utilized only between the hours of 7:00 a.m. and 6:30 p.m., Monday through Saturday, and between the hours of 8:00 a.m. and 6:30 p.m. on Sundays. No contracted for yard work may be performed on Sundays.
3. All shrubbery and bushes must be clipped and maintained at least once a month. All fallen leaves, cut or dead limbs and branches, and clippings must be immediately removed from the parcel, or at least bagged for removal and placed for pick up.
4. Lawn debris bagged for removal must be removed within one (1) week of being placed for pickup.

D. Vehicles, Vessels, and Trailers

1. Vehicles, including but not limited to golf carts, all-terrain vehicles, and utility vehicles must have front and rear lights illuminated after dark.
2. No unregistered or inoperative vehicles may be kept on any parcel, unless such vehicle is kept or stored in an enclosed garage.
3. Use of recreational vehicles, all-terrain vehicles, and utility vehicles are restricted to the parcel at which said vehicles are kept.
4. The Lake Charlotte boat ramp is for the exclusive use of Association members and their guests. Guests must be accompanied by an Association member at all times.
5. Overnight storage of vessels, trailers, or vehicles in the parking lot and park area of the Lake Charlotte boat ramp is prohibited.

E. Security Measures

1. Association members, tenants, and their family members are prohibited from releasing gate codes to non-residents.
2. The established procedure for the admittance of contractors, workmen, delivery personnel, and non-residents must be strictly adhered to.
3. The Association manager, on an as needed basis, may assign persons requiring entry for legitimate business purposes a temporary limited-life entry code.

F. Garage & Estate Sales

1. Garage or sidewalk sales are restricted to one (1) community sale per year.
2. All estate sales are subject to Board approval.

Estimate



DVC Signs
 12350 Belcher Road S. Bldg. 14-B
 Largo, FL 33773
 ph. 727-524-8543
 fax. 727-524-1936
 email: info@dvcsigns.com

Estimate: **DVC 35983**

Printed 3/12/2018 1:19:18PM

Description: **Street Signs**

Prepared For: Linda Boring

ph: (863) 381-4025

Company: Highland Lakes

email: linda@lindaboring.net

Estimate Date: 3/12/2018 12:06:00PM

Dear Linda:

Thank you for contacting DVC Signs. A quotation for the signage we discussed follows. If you have any questions, please don't hesitate call us at 727-524-8543. We look forward to working with you. Please visit us on the web at www.DVCSigns.com.

Sincerely,

Bryan Kay
 sales

Product	Font	Qty	Sides	Height	Width	Unit Cost	Item Total
1 TRAFFIC SIGN - D.O.T.		10	1	24	24	\$38.95	\$389.50
Color:							
Description: D.O.T. Grade Traffic Sign							
Text: STOP							
2 Miscellaneous		10	1	26	26	\$175.50	\$1,755.00
Color:							
Description: STOP SIGN FRAME - RBB							
Text:							
3 Sandblasted - SignFoam		10	2	6	42	\$240.30	\$2,403.00
Color:							
Description: STREET NAME SIGNS							
Custom Sandblasted Signfoam							
** Thick High Density Urethane Foam							
**Painted up to 3 standard colors							
Text:							
4 SANDBLASTED -WOOD		10	2	6	42	\$436.50	\$4,365.00
Color:							
Description: STREET NAME SIGNS							
Sandblasted Wood - Cedar							
Text:							
5 Wood Post- Custom		10	1	1	1	\$292.50	\$2,925.00
Color: White							
Description: 6X6X12' PRESSURE TREATED WOOD POSTS WITH CUT THROUGH MOUNTING HOLE FOR STREET SIGNS AND DECORATIVE WOOD CAPS, - PAINTED 1 -COLOR							
Text:							

Estimate



DVC Signs
12350 Belcher Road S. Bldg. 14-B
Largo, FL 33773
ph. 727-524-8543
fax. 727-524-1936
email: info@dvcsigns.com

Estimate: **DVC 35983**
Printed 3/12/2018 1:19:18PM

Notes:

DVC Signs (seller) retains the right to all goods until invoice is paid in full by the buyer. DVC Signs reserves the right to collect fees associated with any action deemed necessary in order to obtain payment for services rendered. A finance charge of 1.5% per month will be added to all past due invoices until paid in full.

Line Item Total:	\$11,837.50
Tax Exempt Amt:	\$500.00
Subtotal:	\$11,837.50
Shipping:	\$500.00
Taxes:	\$828.63
Total:	\$13,166.13

Deposit Required: **\$6,583.07**

Company: Highland Lakes
sebring, FL

Received/Accepted By: _____

/ /

Substrate: X

NOT ACTUAL SIZE, BUT PROPORTIONAL

Qty: 1

Sides: 1

Project Colors



12350 S. Beecher Rd. - Unit 14B
Largo, FL 33773
727.524.8543
727.524.1936
www.DVCSigns.com
Facebook.com/DVCSigns

Order Number
est35983

Company Name
Highland Lakes

Client Name
Linda Boring

Drawing Number:
1 of 1

Initial Proof Date:
3.14.2018

Revision 1 Date:
X
Revision 1 Notes:
X

Revision 2 Date:
X
Revision 2 Notes:
X

Additional Revisions:
X
Additional Browsable Time:
X

Please review this drawing for accuracy. This drawing is made by DVC Signs and is not a contract. The standard proof process is composed of an initial proof and two reasonable revisions. Additional changes made after additional design fees and may delay production. Upon final approval, the art will be printed as approved. Any error or misspelling in the completed signage is the responsibility of the customer.

This drawing is exclusive property of DVC Signs. Design cannot be copied in whole or in part, altered or substituted in any manner without written permission from DVC Signs. Design and legal fees will apply.

6" x 6" FT Post
White decorative wood cap
painted 1 color
Cut through mounting
hole for street
name signs

Woodland Creek Trail

6" x 24" 2" - High Density Urethane Form
Sandblasted



24" D.O.T. Stop Sign
Stop sign frame

Woodland Creek Trail

This layout including color, spelling, material, and size is correct and I hereby approve this proof by signing below:

Customer Signature:

Date:

Revision # 0

From: Mason Scott [mailto:m_scott00@yahoo.com]
Sent: Wednesday, March 07, 2018 9:16 AM
To: Marty Wohl <marty@marmerconstruction.com>
Subject: Re: HLR signs

Finally got the numbers together, total for both signs powder coated will be \$7450

Sent from my iPhone

On Mar 6, 2018, at 7:13 AM, Marty Wohl <marty@marmerconstruction.com> wrote:

Mason
How are you coming on a price?

Marty Wohl
Marmer Construction, Inc.
3321 US HWY 27 South
Sebring, FL 33870
863-314-9851 office
863-382-9851 fax



HIGHLAND LAKE RESERVE