



## *Highland Lakes Reserve*

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HLR Board of Directors Meeting  
February 16, 2021  
3:30pm VIA ZOOM

### **Agenda**

Call to Order

Review and Approve Minutes from 1/19/21

Financials

Unfinished Business

- Park
- Roads
- Attorney/Davis

New Business

- Jimmy Wohl – Lot 1

Adjourn





## *Highland Lakes Reserve*

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HLR Board of Directors Meeting

January 19, 2021

3:30pm VIA ZOOM

### **Minutes**

*Board Members Present: Kevin Bock, Bill Lanzisera, Robert Finney and Laz Martinez*  
*CAM's Present: Linda Boring and Jillian Febres*

#### **Call to Order**

Kevin called the meeting to order at 3:29pm

#### **Review and Approve Minutes from 11/17/20**

Laz motioned to accept the minutes as presented. Bill second the motion. Motion passed unanimously.

#### **Financials**

Linda went over the December P&L 2020 financials with the board. There were a lot of unexpected expenses for the year with cellgate (lightning repairs), insurance, mowing in common areas, Jimmy did more work around these areas and entrance gates with lighting issues. However, the association was under for a bit and overall. A little over budget under utilities. Association pretty much in line with budget on all other line items. The association ended the year with \$265,045.11 in the operating account, \$465,118.46 is the contingency account. Overall ending the 2020 year with \$730,163.57. New invoices for the quarter went out and owners are paying on these this month. Laz feels the board needs to discuss the over budget items (\$12,765 on both the gates) so they can be more proactive in the future. Laz questioned another item the boat area and this was due to more mowing and cleaned the areas and cleared the gazebo area. All in all, the association was just over \$1,000 in this area. Laz would like more areas well maintained around the neighborhood, so it looks nice all around. Laz made a motion to accept the financials as



presented. Bill second the motion. Motion passed unanimously. Linda advised the board CAM will finish everything out and the information will be sent to the accountant, Rebecca Benevides.

### **Unfinished Business**

Response for building a place at the Park: Overall the members are wanting something done. A lot of people gave their opinions on what they wanted, and some gave opinions on what they didn't want or felt nothing should be done at all. Board will come up with some ideas and bring to the table at the next annual meeting as they want to present this to the members then. Laz has volunteered to come up with something and bring it back to the board.

Update on Jarrod Davis placing a sewer pipe across a swale – From TJ Wohl: Linda went over the discussion she had with TJ. She had asked TJ to send a notice to the Davis about the swale at their house. TJ asked him to sign off on if anything happens the Davis are responsible and not the association. Mr. Davis never answered TJ back on this. Mr. Davis hired an attorney, Mr. Leconey who is in contact with TJ. TJ asked Linda to get with the board and get a timeframe for Mr. Davis to have what Mr. Davis needs to take care of done at a certain time or sign off on the letter that was sent to him saying Mr. Davis would be liable for it. Laz motioned to send a letter sent to owner, Mr. Jarrod Davis and he has 12 days to sign the authorization form that was sent to him from TJ Wohl or put the swale back to the way it was. Robert second the motion. Motion passed unanimously.

### **New Business**

Jimmy Wohl – Lot: Mr. Wohl was unable to attend the meeting so he will come to next meeting to discuss this.

Scott with Central Electric – About grounding at the entrances: Scott joined the meeting at 4pm. Scott discussed the bid of \$4,246 submitted. This work entails the gate electrical service grounding/surge protection and gate equipment grounding. The association has experienced a lot of lighting strikes in the community and the new cellgate systems have been hit the hardest. The board was pleased at what Scott discussed. Bill motioned to accept the proposal from Central Contractors for \$4,246. Robert second the motion. Motion passed unanimously.

Rules for allowing towers for Rapid Systems: Discussion was made about residents wanting to get internet and the possibility of many towers being in the community. There were a lot of concerns about this. Kevin advised the board there is an SCC rule saying the board cannot restrict an owner from getting an over the air signal for internet, basically, if an owner wants a tower to get over the air signals the board cannot deny them this. However, he feels the board should be put down some rules in effect pertaining to putting up towers in the community. Where it should be placed and possibly camouflaged. The board does not want any towers in the front yards. The question was sent to TJ Wohl, and TJ explained as a board they cannot deny anyone but set-in place some rules about them for the association. The board feels an application process should take place for those who want to consider putting a tower up and they need to let the ARC



Committee know where one will be placed on their property for approval. Discussion was made about the Atkins putting a 40-foot tower from rapid systems on their property to get any internet service. The board is okay with Atkins putting one up. Discussion was made to possibly get one tower for the association; however, 2 towers are needed for the community. However, the members said no on this at the last annual meeting. The cost was around \$70k for both towers to be put up. More research will need to take place for other alternatives if the board is not comfortable with having many towers in the community. Linda feels the board needs to work with members to discuss this more with them. Kevin would rather see 2 towers rather than several around the neighborhood.

Fine Committee: Linda advised the board they will need to establish a committee of three people. This is in case an owner wants to dispute the fine.

### **Adjourn**

Kevin motioned to adjourn the meeting at 4:39pm



Highland Lakes Reserve POA, Inc  
**Balance Sheet**  
As of January 31, 2021

	<u>Jan 31, 21</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Contingency Fund	465,038.21
HLR POA-HNB Checking	396,864.61
Mid Florida savings	100.00
Total Checking/Savings	<u>862,002.82</u>
Accounts Receivable	
Accounts Receivable	3,659.88
Total Accounts Receivable	<u>3,659.88</u>
Other Current Assets	
Due from Owners - Mowing Costs	390.00
Inventory Asset	
Gate Remotes	-252.34
Total Inventory Asset	<u>-252.34</u>
Total Other Current Assets	<u>137.66</u>
Total Current Assets	<u>865,800.36</u>
Fixed Assets	
Improvements	9,000.00
Total Fixed Assets	<u>9,000.00</u>
<b>TOTAL ASSETS</b>	<u><u>874,800.36</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Construction Bonds	16,000.00
Debris Deposits	14,000.00
Total Other Current Liabilities	<u>30,000.00</u>
Total Current Liabilities	<u>30,000.00</u>
Total Liabilities	30,000.00
Equity	
Opening Balance Equity	200,000.00
Reserves	-200,000.00
Retained Earnings-Unappropriated	712,891.11
Net Income	131,909.25
Total Equity	<u>844,800.36</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>874,800.36</u></u>

**Highland Lakes Reserve POA, Inc**  
**Profit & Loss Budget Performance**  
**January 2021**

02/11/21

Cash Basis

	Jan 21	Budget	Jan 21	YTD Budget	Annual Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
Annual Dues	142,500.00	237,000.00	142,500.00	237,000.00	237,000.00
Interest Income	19.75	250.00	19.75	250.00	1,000.00
Other income					
Estoppel Fees	150.00	100.00	150.00	100.00	1,200.00
Plan and Specification Review	0.00	1,875.00	0.00	1,875.00	7,500.00
Other income - Other	0.00	85.00	0.00	85.00	1,020.00
<b>Total Other income</b>	<b>150.00</b>	<b>2,060.00</b>	<b>150.00</b>	<b>2,060.00</b>	<b>9,720.00</b>
<b>Total Income</b>	<b>142,669.75</b>	<b>239,310.00</b>	<b>142,669.75</b>	<b>239,310.00</b>	<b>247,720.00</b>
<b>Gross Profit</b>	<b>142,669.75</b>	<b>239,310.00</b>	<b>142,669.75</b>	<b>239,310.00</b>	<b>247,720.00</b>
<b>Expense</b>					
<b>Administrative/ Management</b>					
Plan Submission and upload	0.00	187.50	0.00	187.50	750.00
Administrative/ Management - Other	650.00	650.00	650.00	650.00	7,800.00
<b>Total Administrative/ Management</b>	<b>650.00</b>	<b>837.50</b>	<b>650.00</b>	<b>837.50</b>	<b>8,550.00</b>
Annual Owners Meeting Expense	0.00	0.00	0.00	0.00	275.00
Annual Reports	0.00	0.00	0.00	0.00	65.00
Attorney Fees	275.00	500.00	275.00	500.00	2,000.00
Computer and Internet Expenses	0.00	225.00	0.00	225.00	2,700.00
Copy and Reproduction Costs	0.00	0.00	0.00	0.00	150.00
Insurance					
Insurance/Property	0.00	0.00	0.00	0.00	2,600.00
<b>Total Insurance</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,600.00</b>
Office Supplies	0.00	10.00	0.00	10.00	120.00
Postage and Delivery	0.00	5.00	0.00	5.00	60.00
Professional Fees	0.00	0.00	0.00	0.00	350.00
<b>Repairs and Maintenance</b>					
<b>Common Area Mowing</b>					
Boat ramp/park	800.00	800.00	800.00	800.00	9,600.00
Entrances	2,400.00	2,400.00	2,400.00	2,400.00	28,800.00
Ponds/Eagles Nest	0.00	970.00	0.00	970.00	11,640.00
Common Area Mowing - Other	0.00	0.00	0.00	0.00	9,900.00
<b>Total Common Area Mowing</b>	<b>3,200.00</b>	<b>4,170.00</b>	<b>3,200.00</b>	<b>4,170.00</b>	<b>59,940.00</b>
Docks	0.00	0.00	0.00	0.00	5,000.00
Entrance Gates	2,391.83	500.00	2,391.83	500.00	6,000.00
<b>Entrance/Hwy 66/Maintenance</b>					
Entry/Hwy 66 Repair and Replace	290.00	125.00	290.00	125.00	1,500.00
Mulch	0.00	0.00	0.00	0.00	6,600.00
Spray/Fertilizer	0.00	500.00	0.00	500.00	2,000.00
Tree Trimming	0.00	0.00	0.00	0.00	3,000.00
<b>Total Entrance/Hwy 66/Maintenance</b>	<b>290.00</b>	<b>625.00</b>	<b>290.00</b>	<b>625.00</b>	<b>13,100.00</b>
<b>Entrance/Sparta/Maintenance</b>					
Entry Sparta/Repair and Replace	0.00	0.00	0.00	0.00	4,000.00
Landscape Treatment	0.00	1,165.00	0.00	1,165.00	4,660.00
Mulch	0.00	0.00	0.00	0.00	6,600.00
Mulch Buffer	0.00	0.00	0.00	0.00	2,500.00
Spray/Fertilizer	0.00	1,945.00	0.00	1,945.00	7,780.00
Tree Trimming	0.00	0.00	0.00	0.00	3,000.00
<b>Total Entrance/Sparta/Maintenance</b>	<b>0.00</b>	<b>3,110.00</b>	<b>0.00</b>	<b>3,110.00</b>	<b>28,540.00</b>

**Highland Lakes Reserve POA, Inc**  
**Profit & Loss Budget Performance**  
**January 2021**

	Jan 21	Budget	Jan 21	YTD Budget	Annual Budget
Landscaping/Irrigation	0.00	250.00	0.00	250.00	3,000.00
Pond Maintenance	3,479.74	3,500.00	3,479.74	3,500.00	14,000.00
Repairs Common Area	0.00	2,000.00	0.00	2,000.00	20,000.00
<b>Total Repairs and Maintenance</b>	<b>9,361.57</b>	<b>14,155.00</b>	<b>9,361.57</b>	<b>14,155.00</b>	<b>149,580.00</b>
Supplies	0.00	15.00	0.00	15.00	180.00
Telephone Expense	0.00	125.00	0.00	125.00	1,500.00
Utilities	473.93	550.00	473.93	550.00	6,600.00
<b>Total Expense</b>	<b>10,760.50</b>	<b>16,422.50</b>	<b>10,760.50</b>	<b>16,422.50</b>	<b>174,730.00</b>
<b>Net Ordinary Income</b>	<b>131,909.25</b>	<b>222,887.50</b>	<b>131,909.25</b>	<b>222,887.50</b>	<b>72,990.00</b>
<b>Other Income/Expense</b>					
<b>Other Expense</b>					
<b>CAPITAL IMPROVEMENTS</b>					
Erosion Repair	0.00	0.00	0.00	0.00	8,500.00
Fence Replacement	0.00	1,000.00	0.00	1,000.00	12,000.00
<b>Total CAPITAL IMPROVEMENTS</b>	<b>0.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>20,500.00</b>
Reserve - Capital Appropriation	0.00	0.00	0.00	0.00	52,490.00
<b>Total Other Expense</b>	<b>0.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>72,990.00</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>-1,000.00</b>	<b>0.00</b>	<b>-1,000.00</b>	<b>-72,990.00</b>
<b>Net Income</b>	<b>131,909.25</b>	<b>221,887.50</b>	<b>131,909.25</b>	<b>221,887.50</b>	<b>0.00</b>

**Highland Lakes Reserve POA, Inc**  
**Customer Balance Summary**  
**All Transactions**

	Feb 11, 21
001-Tkacz, Eduardo	1,500.00
012-Hugo Cifuentes & Gloria Guerra	1,445.20
013-Denbleyker, Garrett	1,500.00
014-WS, LLC	1,500.00
017-Johnson, Kenneth	1,625.00
019-Thornton, John	1,500.00
020- Eveleth, Josh and Linda	1,500.00
021-Webster, Myllion and Linda	1,500.00
024-Abderrahim McHatet	1,125.00
028-Nichols, William & Jean	1,500.00
029-Hylton, Leonie	225.00
030-Houchin, Stephen and Pathy	1,500.00
032-Roberts, Garrett	1,500.00
033-Wang, Vivian and Tao, Yong X	1,675.00
034-Pester, Blake	1,725.00
036-Massey, Kenneth and Natalie	1,500.00
039- Edwards, Walter	1,425.00
046-Collier, Keith	1,725.00
047-Collier, Keith	1,725.00
048-Nunez, Miguel J	275.00
049-Leslie Bravo	1,775.00
051-Kennedy, Lori	1,725.00
057-Seeber, Robert & Stephanie	1,500.00
059-Service, Steve	1,500.00
061-Mescall, James T and Andrea M	1,725.00
070-William & Morgan Davis	1,500.00
071 Zeledon Jorge	1,500.00
072-Zeledon, Jorge and Marta	1,500.00
073-Montenero, Chris	1,650.00
074-Graziani, Herman	1,930.00
077-Chai-Chang, Ronnie	325.00
080-Lee, Winston et al	1,500.00
081-Pester	1,775.00
082-Mancini, Corrado	-0.32
087-Florida Land Partners, LLC	1,415.00
092-Castro, Jesus	1,725.00
093-Algarian-Rodriguez	-25.00
097 - Hansen, Carl & Tammy	1,500.00
100- Groner, John and Cheryl	1,525.00
103-Rodriguez, Rigoberto	1,500.00
107-Bodeck, James & Alicia	1,500.00
110 Retterer, Jeffrey & Catherine	1,725.00
116-Salem, Sam	1,675.00
119-Hosrom, Michael	1,500.00
123- Gould, Joseph & Dena	100.00
127-Brinling, Timothy D & Jennifer	1,500.00
128-Herndon, Patrick F	1,500.00
131-Schaffer, Anthony	1,500.00
132-Matlin, Brian and Luz	1,500.00
137-Siracuse, Joan E	175.00
142-Haley, John L and Suzanne	1,500.00
152-Hamilton, Richard D and Jane E	1,500.00
159-Progeny Corp	175.00
160-Gavin, Lawrence R and Merita G	1,500.00
162-Hamid Mchatet	1,500.00
164-Whidden, Justin & Wendy	1,500.00
165-McHatet, Abderrahim	1,500.00
<b>TOTAL</b>	<b>77,364.88</b>



## Highland Lakes Reserve

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### REQUEST FOR TOWER APPROVAL

LOT # \_\_\_\_\_ ADDRESS OF LOT: \_\_\_\_\_

OWNER: \_\_\_\_\_

OWNER TELEPHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

TOWER PLACEMENT HEIGHT: \_\_\_\_\_ TOWER PLACEMENT: \_\_\_\_\_

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### ARC FILL OUT BELOW

APPROVAL: YES / NO (SKIP TO SIGNATURE AREA IF YES) DATE: \_\_\_\_\_

IF NO EXPLAIN WHY: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Print Name

\_\_\_\_\_

Signature

COMMENTS: \_\_\_\_\_

\_\_\_\_\_

Please email this completed form to [camprofessionals@gmail.com](mailto:camprofessionals@gmail.com) or mail to

Highland Lakes Reserve  
C/O Just Rentals  
807 US HWY 27 South  
Sebring, FL 33870  
863-471-0078

# Arch-CAD-Tech

Drafting and Design

5613 Sea Turtle Court, New Port Richey, FL 34652

Phone: 727.267.4115

[Ryan.Yahner@Gmail.com](mailto:Ryan.Yahner@Gmail.com)

## Proposal for Architectural Services

*Issued Feb. 15th, 2021*

### Client Information

Lazzaro  
863.458.0532

### Project Description

Land Development  
Community Park Layout

### Prepared by:

Arch-CAD-Tech LLC.  
Ryan Yahner  
5613 Sea Turtle Court  
New Port Richey, FL 34652  
727.267.4115  
[Ryan.Yahner@Gmail.com](mailto:Ryan.Yahner@Gmail.com)

### Overview

This proposal is to facilitate the design and provide drafting services for the development of a community park which will include but is not limited to the following items:

- Park Amenities conceptual designs
- Development drawings
- Park Lighting design options
- Perimeter Fencing layout and design options
- Construction administration (optional)
- Construction Permit assistance (optional)

### Designer to Provide

- All drafting services required to complete the project.
- Develop Conceptual designs and layouts for park amenities
- Assist in negotiating the price of sub-contractors and construction materials
- Coordinate with the local building authority for construction permit issuance
- Assist in the selection and layout of outdoor lighting (optional)

### Project Time Line

T.B.D.

### Design Fee

**The total cost for the project is estimated at \$1,200.00**

**\$300.00** will be charged at the signing of the contract as a retainer

**\$900.00** will be due at the end of the project.

Site visits that are requested by the client and conducted there after or any necessary Building department trips will be a flat rate **\$300.00** charge per occurrence (hourly rates are not charged for these visits). Balance will be due at the end of the project.

Payments can be made through PayPal URL: <http://Paypal.me/Ryan0351>  
(Zelle, CashApp, Apple Pay or Venmo may be available on request)



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## Lot 1 Highlands Lakes Reserve

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Jimmy Wohl <jimmy@jjwinc.net>  
To: Linda Boring <linda@lindaboring.net>  
Cc: Jillian Febres <camprofessionals@gmail.com>

Wed, Jan 13, 2021 at 7:26 AM

Good Morning – This email is to formalize my request to be on the Highlands Lakes Reserve Property Owners January 19<sup>th</sup> 2021 Meeting agenda. I have a prospective purchaser for Lot 1 which is a 65+/- acre lot that is separated from the subdivision proper by a Creek and associated wetlands on each side of the creek. Please see the two attachments. Since this lot is not accessed by either the Sparta Road or State Road 66 entrances, does not require the use of the subdivisions internal road network and receives no benefit to the value of this lot for the infrastructure the prospective buyer wants to know if the board would support an amendment to exempt Lot 1 from the \$1500/year annual assessment. As additional consideration the prospective purchaser would forgo the use of any infrastructure or amenities within the Highlands Lakes Subdivision which would be part of the amendment. Of a more minor nature this prospect would like to be able to have his own Mailbox on State Road 66. The Protective covenants and restrictions prohibit mail boxes on the street in front of any lot which is not a reasonable restriction for this lot. The intended use of this property will be to preserve existing native vegetation construct a a single family residence with at least one out building and planting pine trees on all land area previously cleared. If there is a cost associated with the management of the 3.27+/- acre wildlife preserve area within the lot 1 perimeter this man is willing to pay that cost or assume responsibility for the management along with the other native habitat on the property. Although he is aware the board cannot guarantee a supportive 2/3 vote from the association he is asking if the board would support his requests thereby increasing the probability of a supportive vote. I await your response to my agenda request and the time and place to meet.

Thank you,

Jimmy

## James M Wohl

Terraventures Real Estate/Rafter T Ranch/JJW, Inc.

3200 US Highway 27, Suite 402, Sebring, Florida 33870

(863) 381-2437 Cell

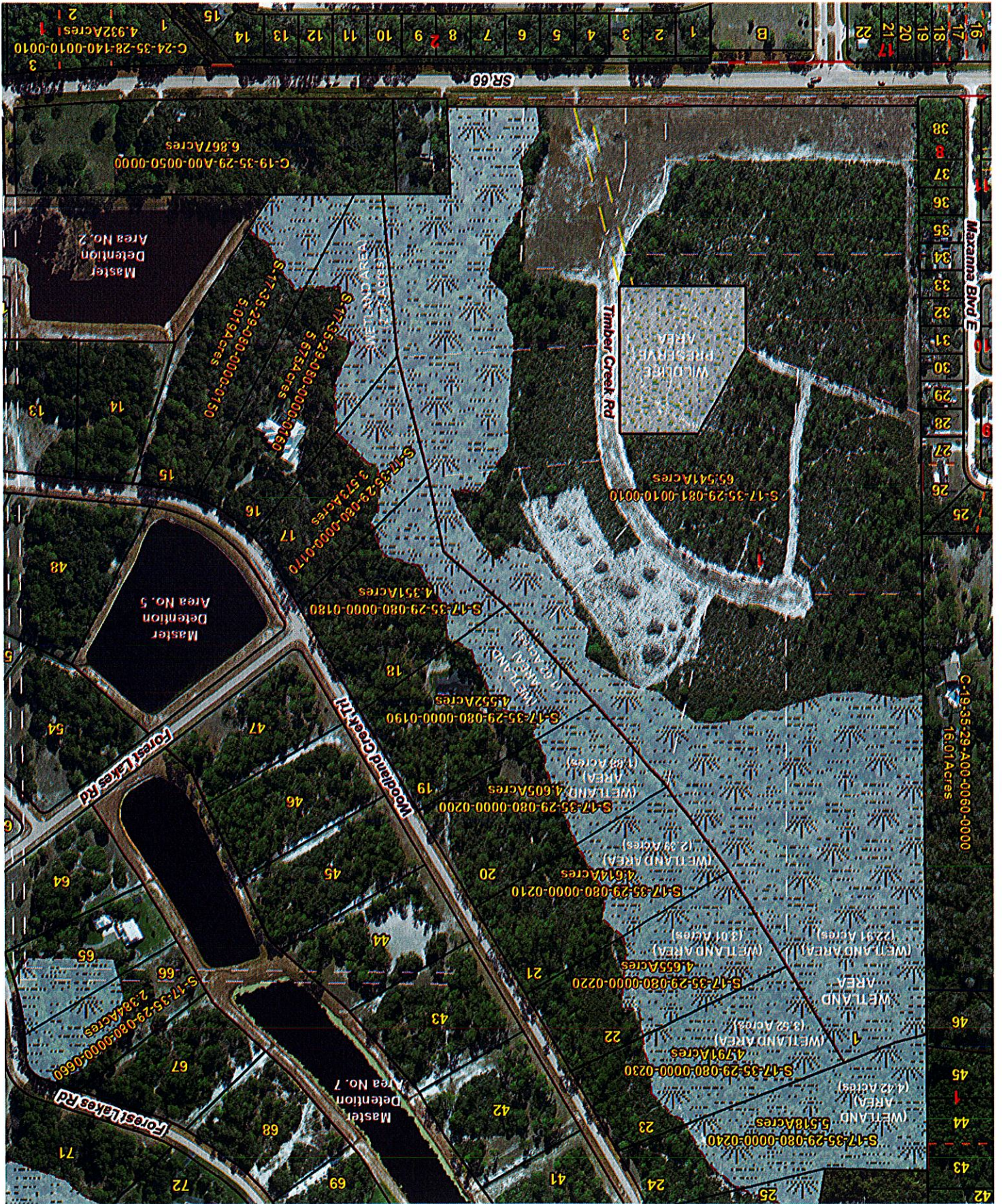
(863) 382-3887 Office (863) 382-4284 Fax

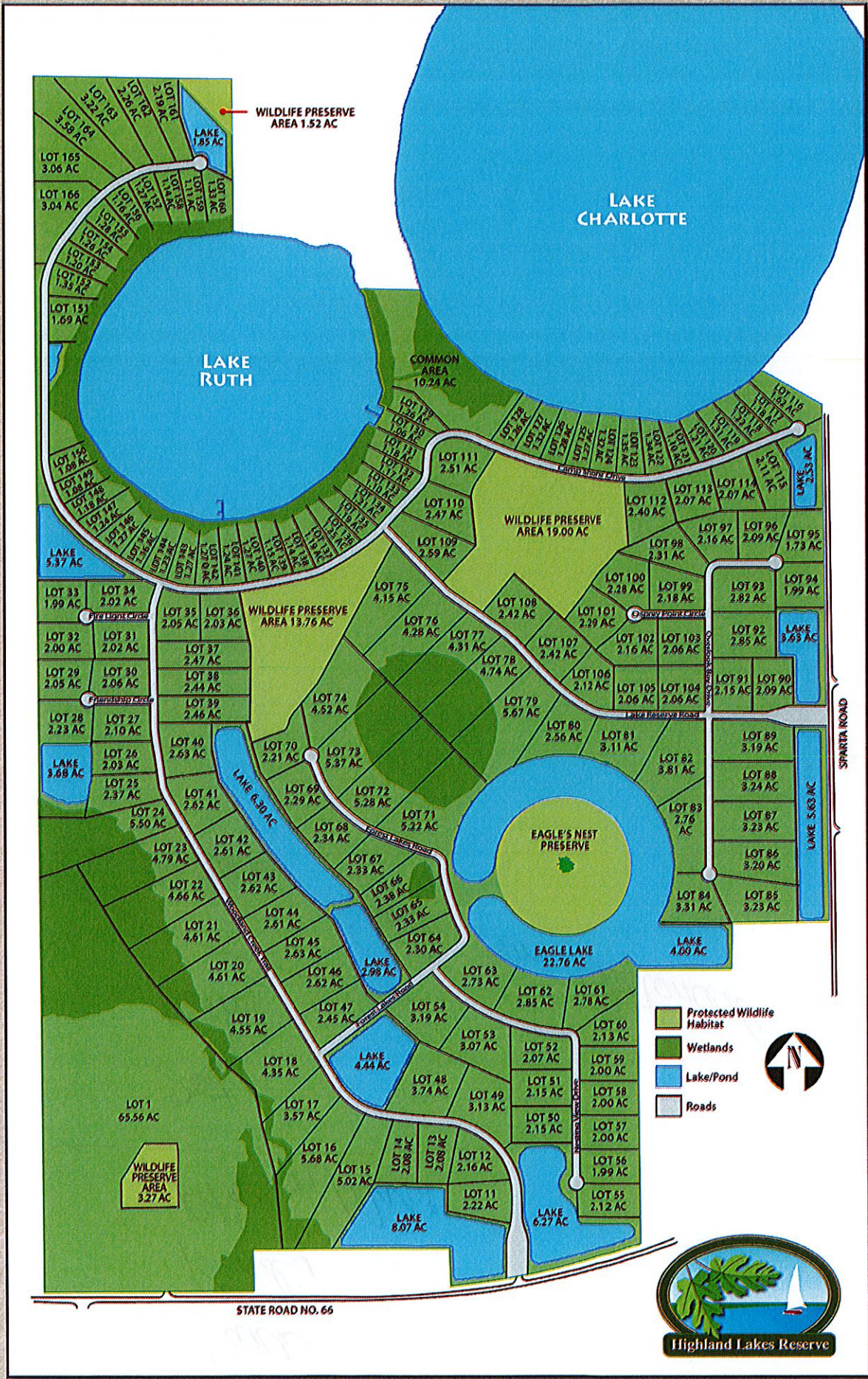
Please make note of my new email address [jimmy@jjwinc.net](mailto:jimmy@jjwinc.net)

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2 attachments

HLR Lot 1.jpg  
5663K





- Protected Wildlife Habitat
- Wetlands
- Lake/Pond
- Roads



STATE ROAD NO. 66

SPARTA ROAD

WILDLIFE PRESERVE AREA 1.52 AC

LAKE CHARLOTTE

LAKE RUTH

WILDLIFE PRESERVE AREA 19.00 AC

WILDLIFE PRESERVE AREA 13.76 AC

EAGLE'S NEST PRESERVE

EAGLE LAKE

WILDLIFE PRESERVE AREA 3.27 AC