



## How Does It Work in the Highlands?

The articles found within are randomly published as part of a "How Does It Work" series in past issues of the Highlands Highlights. They are designed to answer question asked by new and long-term residents who are trying to understand how Highlands residents work together to get things done.

If you have questions related to any of these explanations, please send an email to [newsletter@floridahighlands.com](mailto:newsletter@floridahighlands.com)

*The articles are researched and written by Chris Weegar. Identification of clarifications needed and/or errors are appreciated. If you have other topics you would like to see addressed by the series, please send questions/topics to the newsletter email address. [newsletter@floridahighlands.com](mailto:newsletter@floridahighlands.com)*

Scroll down to the question of interest to you.

- 1) Keeping the clubhouse kitchen stocked (July/Aug 2017)
- 2) Rules and guidelines in the Highlands (Sept 2017)

### How Does It Work in the Highlands?

#### Keeping the clubhouse kitchen stocked



As our community has matured, procedures have been agreed upon and implemented to keep the kitchen stocked with commonly used, perishable supplies such as plates, napkins, paper towels, tablecloths, cleaning supplies, and coffee/tea setups. *These stocks are intended for groups convening for social reasons in the clubhouse, and should NOT be removed for personal use in homes.* Nor are soft drinks stored in the clubhouse considered part of the open, available stocks.

In general, the Social Committee, via a designated buyer in concert with the Catering Chairperson and HTA housekeeping, has responsibility for keeping adequate supplies available for use by groups of residents using the clubhouse. Large group activities not managed by the Social Committee and with alternative sources of funding, such as independent fund raisers, hot dog night, and private parties, are asked to replace used items in kind. Small resident assemblies such as Saturday Koffee Klutch, Mahjongg tournaments, Pegs & Jockers, Poker Night, etc. are welcome to use the supplies, but asked to make note when they see stocks getting low. A chalk board hangs on the wall by the serving window in the kitchen for this purpose.

Often stocks are refreshed as purchasing is done for major events. Interim (i.e. maintenance level) shopping, prompted by notes on the chalk board and/or inventory checks, is handled by a designated buyer, a position recently vacated by Linda Slekes (Thank you for your years of service.) and now held by Judy Vesely.

There are three sources of funds to maintain supplies: the Community Treasury currently managed by Jim Sullivan, Social Committee ticket revenues managed by Marie Garfinkel, and Hometown America. Which source is used, when, and how depends on what prompted the purchase. The general rule of thumb is: 1) HTA buys and pays for clubhouse stocks such as paper towels, toilet paper, garbage bags, etc., 2) Social Committee pays for all supplies used for events based on a proration formula as it nets ticket revenues against purchases, and 3) the Community Treasury funds low level supply requirements in order to encourage social gatherings and use of the club house. If you wish to understand the details of precisely how these allocations are handled, contact those currently responsible.

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### Rules & Guidelines in the Highlands

From time to time the question is asked, "What are the Highlands rules?". There are essentially three documents that define rules and guidelines that apply to those who live, or are visitors, in the Highlands:

- 1) **Prospectus for The Highlands at Scotland Yards** - issued by Hometown America (or before June 2006, Heiler Properties) to Highlands' owner(s) upon purchase of their home and lease of its mobile home lot. It defines **legal rights and financial obligations**. Its statements "are only summary in nature". References, associated exhibits, contract documents, and sales materials are considered the full set of definitions of legal obligations. The prospectus is tied to your home & lot lease. When you sell your home and end your lease, Hometown America presents the most current versions of the prospectus and lease agreements to your buyer for the transfer/sale of your home. Currently, there are two versions of the Prospectus (P1 & P2). The one you received at the time of purchase applies to you. P1 was amended June 2006 to reflect the change in ownership from Heiler Properties to Hometown America. Both P1 and P2 were amended in July 2014 to reflect changes to late payment handling and late fees.
- 2) **Guidelines for Living** - one of the "associated exhibits" of the Prospectus, is also issued by Hometown America. The "Guidelines for Living are designed to protect the general welfare of the residents" and address topics such as: age requirements, guests, renting and use of homes, home sales, signs, additional installations, exterior maintenance, parking, "quiet and safe enjoyment", pets, and use of common facilities. Unlike the Prospectus, the current/amended version of the *Guidelines for Living* applies to **all** residents. From time to time Heiler and HTA could and have issued revisions to the guidelines. HTA issues 90 day advance advisements of proposed changes. Where there has been no challenge to the proposed changes, changes are considered to be in effect at the end of the 90 days. (There is an unresolved 2014 challenge to a few changed lines that apply only to a handful of original owners who have trees planted by Heiler subsequent to their purchase agreement.) Although they are titled "guidelines", because they are part of the Prospectus, they are legally enforceable, so you can consider them "rules". You can obtain a copy of the guidelines currently in effect from Holly or Sharon in the HTA Highlands Office.
- 3) **The Highlands Community Procedural Guidelines** - were developed by a committee of residents and approved April 2010 by a full community paper ballot vote. They were created primarily to facilitate the management of resident directed activities (including community meetings and all committees/organized activities), address resident issues outside of the purview of Hometown America, and to settle disputes over how community funds would be developed, accounted for, and fairly allocated. The "Community Guidelines" are published with all amendments on our website: [floridahighlands.com](http://floridahighlands.com). Because these are resident developed, our procedural guidelines are not legally binding. We try to adhere to them to preserve the general sanity of our community.

Rather than running to court over small matters, over time, residents and HTA managers have tried to work amicably to resolve issues that may or may not be covered by the "legal paperwork" that defines life in the Highlands. Part of that effort has included asking Charlie Basile, Ned Sponsler, and/or, most recently, Bob Worth, to represent collective resident issues typically identified during monthly Community meetings. We do not have an official HOA (which in earlier years was soundly rejected), so having these gentlemen represent issues, in no way excludes any individual from directly raising issues with HTA. We've had our ups and downs, and extremes in both directions. How well or poorly we work together now, and in the future, continues to define the character of the Highlands.

**Sidebar:** The Social Committee has its own self-written and maintained set of procedural guidelines. They are aligned with the Community Guidelines, but provide more detail on how the Social Committee operates and makes decisions. This is helpful to the committee members when they volunteer/are elected to the Social Committee, which is officially reinstated every two years. The Social Committee Procedures and Guidelines are also published on our website.