



Welcome Packet

Sabal Point Community Services Association, Inc.

Your...HOA



Sabal Point Community Services Association, Inc.
c/o Sentry Management, Inc. – 2180 W. SR 434 – Suite 5000
Longwood, Florida 32779 (407)788-6700 x 51111

HELLO NEIGHBOR

My name is Dan Dunn. My wife, Margie, and I have lived here in Sabal Point for about seven and a half years. We love our community and the manner in which it is always kept in such beautiful condition. The attractive landscaping, gorgeous trees, beautiful brick walls and so much more. As I drive in and out of our neighborhood, I feel like I'm living in a state park. It's easy to forget that this development is more than 40 years old and has quite an interesting history. Our HOA Sabal Point Community Services Association (SPCSA) is the largest of the 3 residential HOAs in SP and is responsible for some 552 single family homes, in addition to nearly 80 acres of former golf course land and water areas, as well as other properties.

After much thought, I have recently made a personal commitment to be part of the small group of hard working, dedicated neighbors who are responsible for keeping Sabal Point the beautiful and desirable residential community that it is. This group currently consisting of only **9 individuals**, who make up our Board of Directors and various committees and is directly responsible for keeping our individual home values high. And although we do employ a professional management company (Sentry) that provides us with much needed services, these 9 individuals do the actual "on the ground" work of keeping our community in the wonderful condition that we enjoy every day.

I have recently accepted the job of chairing the Grounds Committee which is responsible for **"coordinating all activities related to maintenance and modernization of common area landscaping, irrigation, signs, walls, fences and lighting."** This includes approximately almost 2 miles of brick walls, a mile of interior walkways, some 10,000 sprinkler heads connected to untold miles of irrigation pipes, approximately 130 various signs and sign posts, countless lights, associated electrical mechanisms and irrigation pumps, all of the flowers, trees and other plantings at each Village entrance and throughout the entire community, along with many other "unseen" tasks. And this is only ONE committee!

For additional information about the Board of Directors and the other committees, I encourage you to visit our website at SABALPOINT.ORG.

MANY HANDS MAKE LIGHT WORK

We are in great need of more individual resident involvement in **YOUR HOA**. If you would like to get involved in helping to keep Sabal Point the desirable neighborhood that it has always been, visit the website, click on the CONTACT link and let us know of your interest. Or contact one of our directors and let them know how you would like to get involved.

Sincerely,
Dan Dunn



Where SPCSA's Money Goes

Every Sabal Point family has access to our annual homeowners' association budget but many may still wonder where the money goes. SPCSA's Board of Directors will complete the budgeting process for 2024 by November's annual meeting.

Revenues

A typical year's revenues include homeowner assessments from over 950 families, late fees and a limited amount of bank account interest. Total income for SPCSA is projected at about \$532,216 this year. Some expenses are also reimbursed by the up-front apartment/ condo complexes and the other two homeowner associations who share a small amount of maintenance expenses for Sabal Point entrances, ponds and areas we share. Assessments/ Dues are adjusted yearly according to anticipated service cost increases and government published numbers for the increased cost of goods and services.

Major Expenses

The association's annual budget contains over 30 line-items, with funds allocated and tracked at least monthly by the Board and Sentry for a variety of activities. Major work and expenses in 2023 break down as follows:

1. Grounds/ Landscape Maintenance Activities – about 65% of revenues (or ~\$345K) is allocated to maintaining the planted portions of our 500,000 square foot common areas. Landscape services include year-round mowing, edging, debris removal, fertilization, pest control and mulch material replacements.
2. Property Management Services – nearly 11% of our budget (~\$60K) pays Sentry Management, our licensed Property Management firm, whose staff manages our community activities, monitors contractors, collects assessments, issues and pays bills, prepares financial and handles numerous interfaces with residents, utilities, state and local governments, lawyers, insurance companies, and neighboring properties.

3. Electric Bills – the association budgets about ~11% for paying electric bills (~\$56K), which include power consumed and village street light leasing. Did you know that the majority of our village light poles and fixtures are installed, owned and maintained by Duke Energy? About half of our monthly bill is for electric energy; the balance for leased lighting equipment.

4. Insurance – our insurance jumped up this year (like all of ours) and now is about 9% of our total budget.

5. Maintenance Specialist – SPCSA's full time maintenance specialist is another significant cost of budgeted funds, which includes his payroll, taxes, benefits. Many residents see Jeff Shepherd on daily "patrol", fixing irrigation and lighting systems, collecting fallen limbs and litter, and repairing the many pumps, valves and "moving parts" of our community as they wear out. Jeff's work saves a lot of money on mechanical and electrical service calls.

5. Special Brick Wall Project - In June of 2022 the board hired Rock Solid Masonry to address our aging almost two-mile long brick wall infrastructure that runs through-out our community. This work was undertaken because some sections of the wall were deteriorating enough to where they were becoming potential safety concerns. This work consisted of approximately \$180K investment to repair, strengthen or replace specific sections of the wall. While we negotiated an installment payment plan to retire this obligation over 36 months, it is having an obvious negative effect on our capital expense/ reserve account.

Sabal Point - Community Planning, Development and Control

The following sections summarize requirements for maintenance and control of properties in the Sabal Point Community. These descriptions do not modify or supersede any specific covenants, conditions, residential planning criteria or restrictions established for individual Villages, i. e. Sabal Bend, Sugar Ridge, etc. **Residents should also review the documents that apply to their specific property for details, please visit www.sabalpoint.org.**

Air Conditioning Units – no window or through-wall air conditioning units are permitted. Central air conditioning equipment shall be screened or enclosed so as not to be visible from neighboring residences or the street.

Animals – no animals, fowl or reptiles shall be kept on properties, other than birds kept as pets in cages and domestic dogs and cats kept in enclosed areas. All dogs and cats must be leashed when outside and shall not be permitted to run loose. No pets or other animals, fowl or reptiles may be kept, bred or maintained for commercial purposes and none shall be permitted to remain on any property if they disturb the tranquility of their owner's neighbors.



Antennae – outside antennas, antenna poles, antenna masts, electronic devices, satellite dishes or antenna towers are subject to prior review of the Architectural Review Board / Committee (ARB/ARC); see Architectural Control. Satellite dishes sized below one meter may be placed below the roof line at the rear of structures subject to review by the ARB/ARC. The ARB/ARC may require that such items be screened from view and that installations comply with applicable safety and height restrictions, fire and electrical codes, building codes and zoning restrictions.



Architectural Control – all properties and improvements made to them are subject to architectural control. No pavement, building, fence, or structural improvement, or change or alteration to the exterior of existing structures or landscaping (except in fenced courtyard or privacy area adjacent to a residence) shall be commenced, erected or maintained nor any exterior additions made unless plans and specifications have been submitted to and approved in writing by the Architectural Review Board / Committee (ARB/ARC).

Architectural Review Board / Committee (ARB/ARC) – a group appointed by the Board of Directors to review and approve plans and specifications for all proposed construction, maintenance, modification or improvements to lands, buildings, structures, pavements and landscaping in Sabal Point. ARB/ARC review and approval is required for, but not limited to, activities affecting:



- Building exterior materials, colors or appearance including painting, siding, doors, windows, awnings, roofing, rain gutters
- Fencing, screening and walls
- Basketball, game and play structures
- Driveways, walkways, mailboxes and signs
- Landscaping improvements, tree removal
- Swimming pools, spas, lighting

The ARB/ARC must approve or disapprove proposals within 30 days after they have been received.



Basketball Backboards – Basketball goals, both temporary and permanent, must be located, erected and maintained according to specific rules established for the community. See detailed requirements of Association Resolution 08-01, dated 06/02/2008; also see *Game and Play Structures*.

Building Types and Setbacks – dwelling designs, sizes, garages, parking locations and setbacks will be according to the specific planning and development criteria approved for the village in which they are located.

Common Areas – lands and facilities within the development which are intended for the use and enjoyment of residents of the community are designated as common areas. The cost of operation, maintenance and improvement of common areas shall be the responsibility of the Community Services Association. The use of motorized vehicles on common areas is prohibited.

Condition of Residence and Lot – owners shall not permit unclean or unsightly conditions to exist that tend to decrease the beauty of the Property. See *Residential Planning Criteria*.

Driveways – all driveways must be paved with a permanently stable material (at least asphalt). Concrete and more durable hard surfaces are encouraged. Driveways shall be maintained in a clean and serviceable condition.

Exterior Materials and Colors – exteriors of buildings shall be compatible with other homes built or planned for the same area. Natural materials are encouraged, including brick, stone, durable woods and stucco. Changes to exterior colors of paint, trim, roofs, doors or driveways shall be approved by the ARB/ARC.



Fences and Walls – decorator fences, screening walls, and similar structures must be approved by the ARB/ARC and must be of material consistent with those used on the dwelling itself. See detailed requirements in Guidelines for Fences and Walls On SPCSA Properties dated 01/19/2021. Wood fences must be finished on both sides so that no unfinished surface post or bracing is visible from an adjacent lot, public street or common area. No chain link or vinyl fences are allowed.



Game and Play Structures – all play structures, game equipment and yard accessories shall be approved by the ARB/ARC and shall be located at the rear of the dwelling. No artificial lighting of such structures is permitted without written approval of the ARB/ARC. Temporary equipment should be stored at an approved designated location when not in use as noted in Association Resolution 08-01, dated 06/02/2008.

Garages – all garages and garage doors must be maintained in usable condition and all garage doors fronting toward the street should remain closed except when in use.

Garbage and Trash Disposal – household garbage and food waste must be kept in sealed, bear-resistant containers stored in an enclosure and not visible from the street; see SPCSA Bear-Resistant Refuse Container Amendment dated 01/16/2018. Containers may be placed at the curb no earlier than the night before designated days for trash or garbage pickup. They shall be removed from the curb and replaced in storage locations no later than the night of such pickup and removal. No burning of trash or garbage or any other waste material is permitted.



Landscaping – a basic landscaping plan shall be submitted for each property. Landscaping shall be kept trimmed and maintained in good condition. Areas other than those covered by the home, pool, driveways and walkways shall be landscaped or sodded. Grass must be kept in good condition and neatly mowed.



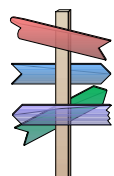
Mailboxes – the ARB/ARC shall approve the size, location, design and construction materials of mailboxes. Existing mailboxes shall be maintained in good condition.

Offensive Activity – there shall be no obnoxious or offensive activity on a Lot or Common Area nor shall any act be done that is unlawful or that is substantially likely to embarrass, discomfort, annoy or be a nuisance to people resident on the Property. There shall not be maintained on Lots any plants, animals, or devices or things of any sort, the normal activity or existence for which is substantially likely to be obnoxious, dangerous, unsightly or unpleasant or to diminish the enjoyment by Owners of their Lots or the Common Area.

Residential Planning Criteria – the Association may adopt rules, regulations and restrictions involving such matters as air conditioning units, “For Sale” signs, mail boxes, temporary structures, noisy mufflers or other nuisances, garbage and trash disposal, parking, vehicle traffic and the state of repair of vehicles, tree removal, landscaping, gutters, easements, game and play structures, children, pets, swimming pools, sight distance at intersections, utility connections, television antennae, garages, driveways and walkways, building design, roofs, building materials, set back lines, fences and walls. A copy of such rules shall be made available to any Owner, prospective purchaser or mortgagee upon request.

Roofing – all roof designs, materials, colors and shingle replacements shall be in accordance with the association’s Roofing Materials Amendment dated 03/20/2018 and Planning Criteria for specific villages. ARB/ARC review and approval is required (see *Architectural Control*).

Screening and Window Frames – all windows and frames shall be in accordance with SPCSA’s Window Frames and Screening Amendment dated 09/18/2018. Screening for pool or porch enclosures should not extend beyond the line of the side walls of the dwelling unless otherwise approved by the ARB/ARC. Screening which has become unsightly due to deterioration or damage shall be replaced.



Signs – no sign of any kind, other than street numbers and name signs on individual properties, shall be displayed to public view on any parcel unless approved in writing by the ARB/ARC. Property identification and like signs must not exceed a combined total of two (2) square feet. No commercial signs, including “For Rent”, “For Sale” or other signs shall be erected on any property without written permission of the ARB/ARC excepting, however, one sign (containing less than eight square feet of surface area on each side, 2 sides maximum) used solely in connection with the marketing for sale of a Residential Unit. The ARB/ARC may restrict the size, color or content of approved signs. The Association may remove signs erected without permission provided written notice has been mailed to the property at least 5 days prior to removal.

Storage Receptacles – storage receptacles for fuel and other similar materials shall be located either within a Living Unit, within a screened area in the Living Unit that is not visible from the streets, or buried underground, and otherwise shall comply with reasonable standards established by the Association.

Swimming Pools, Spas/Tubs, Tennis Courts, Recreational Items – must be approved in writing by the ARB/ARC.

Temporary Structures – no temporary structure, trailer, tent, shack, garage, barn, or other out building may be built or used on a Lot. No metal storage sheds are permitted on any lot by a homeowner.



Trailers and Commercial Vehicles – No house or travel trailer, trucks, camper, boat trailer, boats, tent, or other similar vehicle, outbuilding or structure shall be placed on a Property at any time, except in accordance with the Association's Rules Regarding Commercial, Recreational and

Prohibited Vehicles dated 08/17/2021. No industrial, commercial or farm equipment or vehicles, including dump trucks, moving vans, step vans, busses and lowboy trailers shall be allowed to park or remain on the Properties, except for so long as necessary for use in connection with on-going construction.

Trees – trees measuring 4 inches or more in diameter at 1 foot above ground level shall not be cut or removed from the Properties without the prior written consent of the ARB/ARC unless the trees are located within 6 feet of the residence. Tree removal is also subject to the Arbor Permit requirements of Seminole County.



Vehicles and Repairs – no inoperative cars, motorcycles, trucks or other types of vehicles shall be allowed to remain either on or adjacent to any Residential Unit for a continuous period in excess of 48 hours; provided, however this provision shall not apply to any such vehicle being kept in an enclosed garage and not visible from the street.



***Copies of specific deed restriction Documents are available at www.sabalpoint.org.

ENFORCEMENT

- The Association or any Owner has the right to enforce any rules, restrictions or reservations imposed by the Sabal Point Covenants, Conditions and Restrictions, Residential Planning Criteria or related documents.
- The Association will perform or authorize periodic inspections of lots and common areas to assure that properties are maintained and used in compliance with all applicable requirements.
- In the event of noncompliance, the property Owner will be given documented notification of conditions requiring correction, the approximate date of observation and the timeframe in which specified corrections must be completed.
- If an Owner fails to comply with an enforcement action, the Association has the right to initiate appropriate legal actions, assess monetary penalties, recover attorney fees and court costs, and place liens on properties.



EXTERIOR IMPROVEMENT APPROVAL FORM
Sabal Point Community Services Association, Inc.

Date Received by SPCSA:

Instructions: Please complete Sections 1, 2, & 3; attach any supporting drawings or information.

- All requests for additions must have a Lot survey attached, marked with intended locations.
- For painting & roofing approvals, please attach paint chips and/or shingle samples or catalog descriptions with the chosen colors clearly marked (larger samples may be requested).

Applications will be responded to within 30 days of the date of Architectural Review Committee (ARC) receipt. If you have questions please contact **Premier Association Management, LLC** at (407) 333-7787.

Section 1: Name and Addresses

Name: _____ Phone number(s): _____

Email Address: _____

Property Address: _____ Longwood, FL 32779

Mailing Address (if different): _____

City: _____ State: _____ Zip Code: _____

Section 2: Change Description (include all dimensions, materials, colors, finishes, location, etc.)

Expected Start Date: _____ **Projected Completion Date:** _____

Section 3: Request For Approval

“I request approval to make the changes described herein. I understand that some types of work require County permits, and I will obtain all necessary permits prior to starting the work.”

Signed

Date

Section 4: SPCSA /ARC USE ONLY

- ☐ Approved
- ☐ Approved subject to the following:
- ☐ Denied/Comments:

Approval Expiration Date

Signed (SPCSA / ARC)

Date

Complete and Submit through portal.premiermgmtcfl.com/community/new-request or Mail/Email the Application and all attachments to: Premier Association Management, LLC.

3112 W. Lake Mary Boulevard • Lake Mary FL 32746

Office: 407-333-7787 / Email: management@premiermgmtcfl.com

NOTE: Appeals of “Denied” Requests may be made at any monthly ARC or SPCSA Board Meetings. Rev. 08-2019