

Carlton Lakes Homeowners II Association, Inc.

WELCOME TO ASHWOOD LANE!

As a new homeowner on Ashwood Lane, we want you to feel welcome. We hope you will soon become an active member of this community. Carlton Lakes Homeowners II Association, Inc. (HOA2) consists of the 40 homes on Ashwood Lane and its surrounding common area. We are governed by a Board of Directors who are responsible for assuring the community remains attractive, well kept, financially sound and in compliance with the appropriate regulations.

For many of us, this is our first experience living in a gated community which is owned by the residents, and where we are subject to regulations. Some of these rules and regulations may seem restrictive at first, but they are in place for the good of the community as a whole, and to maintain and enhance the value of everyone's property. Our responsibilities as homeowners are outlined in a book (which you should have received at the closing of your property from the previous owner) titled "Declaration of Covenants, Conditions, and Restrictions for Single Family Homes II at Carlton Lakes". Since this is a detailed legal document, we have included in this packet a brief summary of some of the information it would be helpful for you to know as soon as you move into your home.

HOAII is one of a number of local associations which comprise Carlton Lakes. The Carlton Lakes Master Association is responsible for community common areas such as streets, sidewalks and storm drains, lakes and fountains, clubhouse, tennis and bocce courts, access gates, and all common area landscaping such as Carlton Lakes Boulevard.

You will receive a quarterly billing notice from HOA2 which includes not only HOA2 assessments, but also Master Association assessments. This is done as a convenience both for homeowners and the Master Association. (HOA2 forwards the Master Association assessments directly to the Master Association.) Thus you make only one payment each quarter, and the Master Association is relieved of the expense of billing and collecting from all 800 homeowners each quarter, which of course is an expense that we would all have to pay. Whether you receive a billing notice or not, you are required to pay the quarterly assessments each quarter. Late fees and interest are assessed for payments not received on time.

We hope you enjoy Carlton Lakes living and take advantage of the programs and facilities our community offers. Please feel free to call or email any of the Board of Directors with questions you may have.

Sincerely,

Board of Directors
Carlton Lakes Homeowners II Association, Inc.

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CONTACTS AND PHONE NUMBERS

HOA2 BOARD OF DIRECTORS (Effective 04-01-08)

Jere Shue, President	jereshue@comcast.net	591-4141
Bill Simpson, Vice President	billsimpsonLC@aol.com	514-2696
Tom Rosing, Treasurer	tomrosing@comcast.net	594-1464
Jack Sitler	jdsitler@earthlink.net	598-2551
Al Hawkins	hawinsalfred@comcast.net	593-4381
Gary Gauger, Secy & Asst. Treasurer	isgary@comcast.net	598-5369

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HOAII PROPERTY MANAGEMENT COMPANY

Paradise Property Management Group, Inc. 254-0250

CARLTON LAKES MASTER ASSOCIATION MANAGEMENT COMPANY

Gulf Breeze Management Services of SW FL, LLC 498-3311

CARLTON LAKES WEBSITE

www.carltonlakes.org

COLLIER COUNTY CUSTOMER SERVICE

Trash collection, recycling, bulk item pickup, etc. 403-2380

COMCAST CABLE

793-3577

COLLIER COUNTY SHERIFF EMERGENCY

Dial 911

FLORIDA POWER & LIGHT

262-1322

TELEPHONE (SPRINT)

800-339-1811

NAPLES DAILY NEWS (CIRCULATION)

264-4839

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ASHWOOD LANE HOMEOWNER "TIPS"

BOARD OF DIRECTORS MEETINGS - Carlton Lakes Homeowners II Association Board meetings are held on the 4th Tuesday of each month, except December when it is moved to an earlier date. Meetings are at 6:30 PM at the Clubhouse. All Ashwood residents are encouraged to attend. At the close of business at each meeting, homeowners are given the opportunity to ask questions or make any comments or recommendations they wish.

CHANGES TO PROPERTY- Except for the planting of annuals in existing beds, any exterior change to your property, including landscaping, requires the written approval of the HOA2I Board of Directors and, if necessary, the Master Association Architectural Review Committee (ARC) prior to any work commencing. This is to ensure the quality and attractiveness of the community. Examples include any changes to the exterior of homes such as gutters, hurricane shutters, colors, etc. ARC approval forms may be downloaded from the Carlton Lakes Website. Prior to application, homeowners are encouraged to discuss their plans with Paradise Property Management for advice.

COMCAST - Comcast Cable TV is included as part of your Master Association fees by master contract. You receive basic service plus HBO. If you want any other Comcast cable services such as premium stations, digital reception or HD, you must contact Comcast. They will install such services and bill you individually. Channel 9 is the Carlton Lakes channel with news, meeting notices, etc.

TRASH PICKUP AND RECYCLING - Trash pickup occurs every Tuesday and Friday, except when a holiday occurs on those days. When a holiday falls on a pickup day, trash is picked up on the following regularly scheduled pickup day. Trash must be placed in a container issued by Waste Management. The yellow-lidded recyclable container is picked up only on Tuesdays. Waste Management has requested that the yellow-lidded containers only be placed for pickup when they are full so there are fewer stops, and consequently less noise. Also, containers must be placed at least 3 feet away from each other or any other object such as your mail box, as the truck apparatus requires space to wrap around the container. The regular trash truck or recycle truck will not pick up bulk items – they only pick up what is in the containers.

For bulk items you must call Collier County Customer Service to arrange for pickup. They will schedule a special truck from Waste Management to pick up your bulk items on Tuesdays. Corrugated moving boxes must be flattened and tied together.

COVENANTS , CONDITIONS, AND RESTRICTIONS FOR SINGLE FAMILY HOMES II AT CARLTON LAKES - This is a book you should have received from the previous owner of your property. It specifies all the details regarding rules, regulations and operation of the homeowner association. If you did not receive this document, you may obtain a copy for a small reproduction fee. Contact Paradise Property Management if you need a copy.

FENCING - Fencing of any type is not permitted.

FLAGS - Only the American Flag is permitted in Carlton Lakes.

GATES - The entry gates are the responsibility of the Master Association. If you see anyone damaging a gate, please get the license number if you are able and report it to the Master Association Management Company. Do not attempt to confront the driver. The Master Association Management

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Company has office hours at the Clubhouse on Mondays and Fridays from 8:00 to 10:00 AM. If you need additional gate openers, you may purchase them from the Master Association Management Company at the clubhouse during office hours. You must show proof of Carlton Lakes residency to purchase them.

LANDSCAPING AND IRRIGATION – HOA2 contracts directly with landscape and irrigation providers. The irrigation system is checked monthly and any sprinkler heads not working properly are replaced. Landscaping includes mowing and edging, fertilizing turf and shrubs, trimming of trees (primarily before hurricane season begins), trimming of hedges and shrubs, and treating shrubs for disease and insect control. Mulching is done annually, usually in November or December.

Individual homeowners may plant annual plants and flowers and are responsible for keeping them in an attractive condition, as well as removing them when they die off. Perennials are maintained by HOA2's landscape company. Replacement of perennials is handled by the Association and is limited to a list of plants approved by the Master Association.

Landscape or irrigation problems should be reported to Paradise Property Management who will deal directly with the service provider to get them resolved.

PETS - Homeowners may keep common household pets such as a dog or cat, tropical fish or caged birds. All pets must be carried under the owner's arm or leashed at all times while outside of the home. Owners are responsible for cleaning up after their pets. Pets are not to be left unattended in screened porches, lanais, yards or in garages.

PARKING - Except for service vehicles temporarily present on business, homeowners may not park, store, or keep in the neighborhood any commercial truck, or other commercial vehicle, or any boat, trailer, semi-trailer, recreation vehicle, motorcycle, house trailer, tractor, or any other such vehicle unless it is enclosed in a garage.

Overnight parking is not permitted on Carlton Lakes streets. Overnight parking is only allowed in garages, driveways, or common parking areas such as the Clubhouse.

POWER WASHING - Homeowners are responsible for maintaining their roofs free of mold buildup. Contact Paradise Property Management for information from some local companies who power wash buildings and roofs.

SIGNS - No signs of any kind, including For Sale, Open House, political endorsements, and any contractor signs (except for permit posting) are allowed in Carlton Lakes. Garage Sales are specifically prohibited without the approval of the Master Association and a permit issued by Collier County. **EXCEPTION:** An approved standard Open House sign is allowed between the hours of 1 and 4 on Sundays only. Contact Gulf Breeze Management for further information.

SPORTS EQUIPMENT - Only temporary structures which are not attached and can be moved into the home or garage overnight are permitted.

SPEED LIMIT - The speed limit in Carlton Lakes is 20 MPH. We would appreciate everyone observing this limit.

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WATER AND SEWAGE - This is billed directly to homeowners by Collier County.