



OTOW (CENTRAL)

OWNER'S ASSOCIATION

Annual Meeting of Members and
Board of Directors Meeting
December 17, 2025





Amended Annual Meeting Agenda

1. Call to order
2. Introduction of Board Members and Guests;
3. Establishment of Quorum
4. Proof of notice of meeting
5. Reading, or waiver of reading, and approval of minutes from last Members meeting
6. Owner requests to speak per Rule 20
7. Management Company Reports
8. Board of Directors Reports
9. Written questions pertaining to Agenda items
10. Association Member Comments
11. Adjournment



2. Introduction of Board of Directors and Guests

Board of Directors:

- Robert (Bob) Domzalski, Chairman
- Arthur (Andy) Scharein, Vice Chairman
- William (Bill) Aman, Secretary
- John English, Treasurer
- Patricia (Pat) Day, Director-at-Large
- Mark Vivaronda, Director-at-Large

Guests:

- Heather Ray, Community Association Manager
- Jaime Garafola, Association Administrator
- Boe Stepp, Land Development



3. Establishment of Quorum



4. Proof of Notice

- Notice of meeting published in November and December issues of the *OTOW News*
- Meeting Notice was sent US Mail to all owners of record on December 3, 2025 as evidenced by a US Postal mailing receipt.
- Meeting Agenda posted at the Recreation Center upstairs and downstairs on December 2, 2025, per Affidavit of Posting



5. Reading or Waiver of Reading and Approval of Minutes

- Members, do we have a motion from the floor, waiving the reading of the Minutes of the December 17, 2024 Annual Meeting of Members and approve them as rendered?



6. Owner Comments per Rule 20



7. Management Company Reports

- a. Resident Services
- b. AppFolio Owner's Portal
- c. OTOW App
- d. Golf Cart Rule Change
- e. Enforcement Policy
- f. Development Updates



Resident Services, Orientation, Modifications & Compliance

Some of the Services Provided:

- Vehicle RFIDs
- Resident IDs
- Gateway of Services
- Tag/Estate Sales
- Workorders
- Storage Rentals
- Modifications
- Compliance Violations
- Resident Orientations/Interviews

YTD Totals	OTOW Central	Entire OTOW Community
Emails	7,881	9,825
Voicemails	11,056	15,759
Walk-Ins	9,730	17,025
Workorders	7,774	8,291
Modifications	1,876	3,937
Violations	418	716
Orientations/Interviews	838	1411



Follow Us on Facebook

- 

Linda Monaco
Thanks for the timely information and lovely messaging format. I look forward to future messages.
- 


Nancy Hogan
This is an awesome way to reach residents. Thank you for creating this page.
- 

Rich Brott
Grateful for a wonderful community to reside in.
- 

Arlene Loepp
Any and all effort made to ensure better communication and information by OTOW for the residents is much appreciated. Thank you.
- 

Carolyn Hall
Thank you for the Facebook page!!!
- 

Margaret Ann Veres
Starting our 25th year and never a moments regret! We are so grateful for the Colen family, Ken Colen and all the OTOW crew who make this our dream place.



On Top of The World Resident Services

2.2K followers • 0 following

Posts About Photos

Intro

Our experienced Resident Services staff are on-hand to help you! We want to make sure that our residents receive a personalized customer service experience. From vehicle decals, resident ID cards, storage, and so much more!

Page · Real Estate

9850 SW 84TH Court, Suite #500, Ocala, FL, United States, Florida

(352) 236-6869

otowservice@otowfl.com







ontopoftheworldinfo.com/resident-services

Open now

Not yet rated (0 Reviews)

Photos

See all photos



On Top of The World Resident Services
November 27 at 8:00 AM · 🌳

This season, we're thankful for our wonderful residents who make this community such a special place to live. May your day be filled with good food, great company, and moments of gratitude.

🍁 Wishing you all a safe and joyful Thanksgiving! 🍁

👍❤️ 43

Like Comment

View more comments

Margaret Ann Veres
November 27 at 8:00 AM · 🌳

Starting our 25th year and never a moments regret! We are so grateful for the Colen family, Ken Colen and all the OTOW crew who make this our dream place.

1w 🍁

On Top of The World Resident Services
November 26 at 9:59 AM · 🌳

Just a friendly reminder that Resident Services will be open from 8 to noon today and then closed on Thursday, November 27, and Friday, November 28, 2025.

Regular business hours (8 am to 4 pm) will resume on Monday, December 1, 2025.

👍❤️ 9

Like Comment

View more comments

Margaret Ann Veres
November 26 at 9:59 AM · 🌳

Happy Thanksgiving to each of you folks, you are greatly appreciated.

1w 🍁



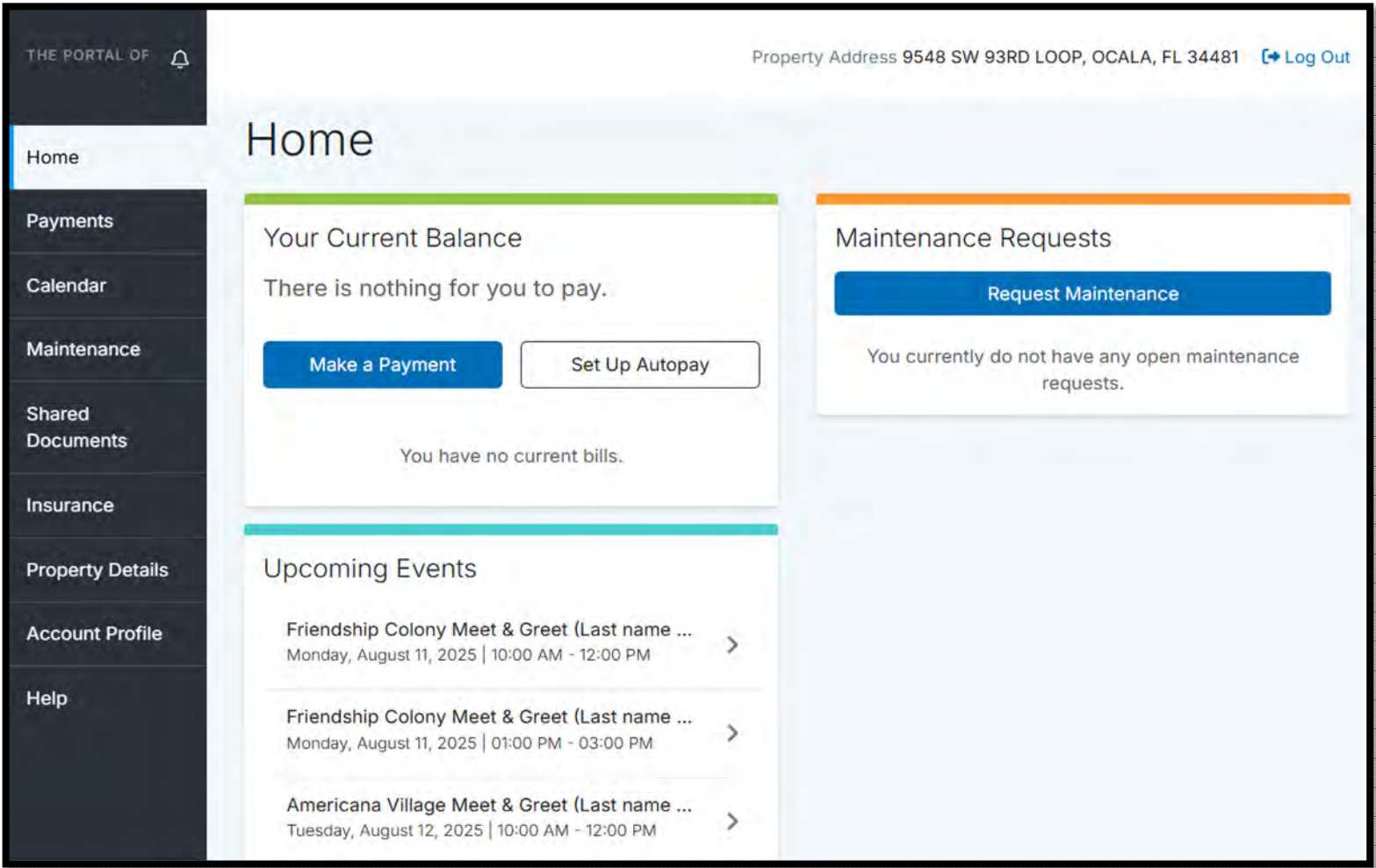
AppFolio Owners Portal

Securely pay association assessments via eCheck (ACH), credit / debit card.

Receive calendar notices for Board of Directors meetings and Annual Members meetings.

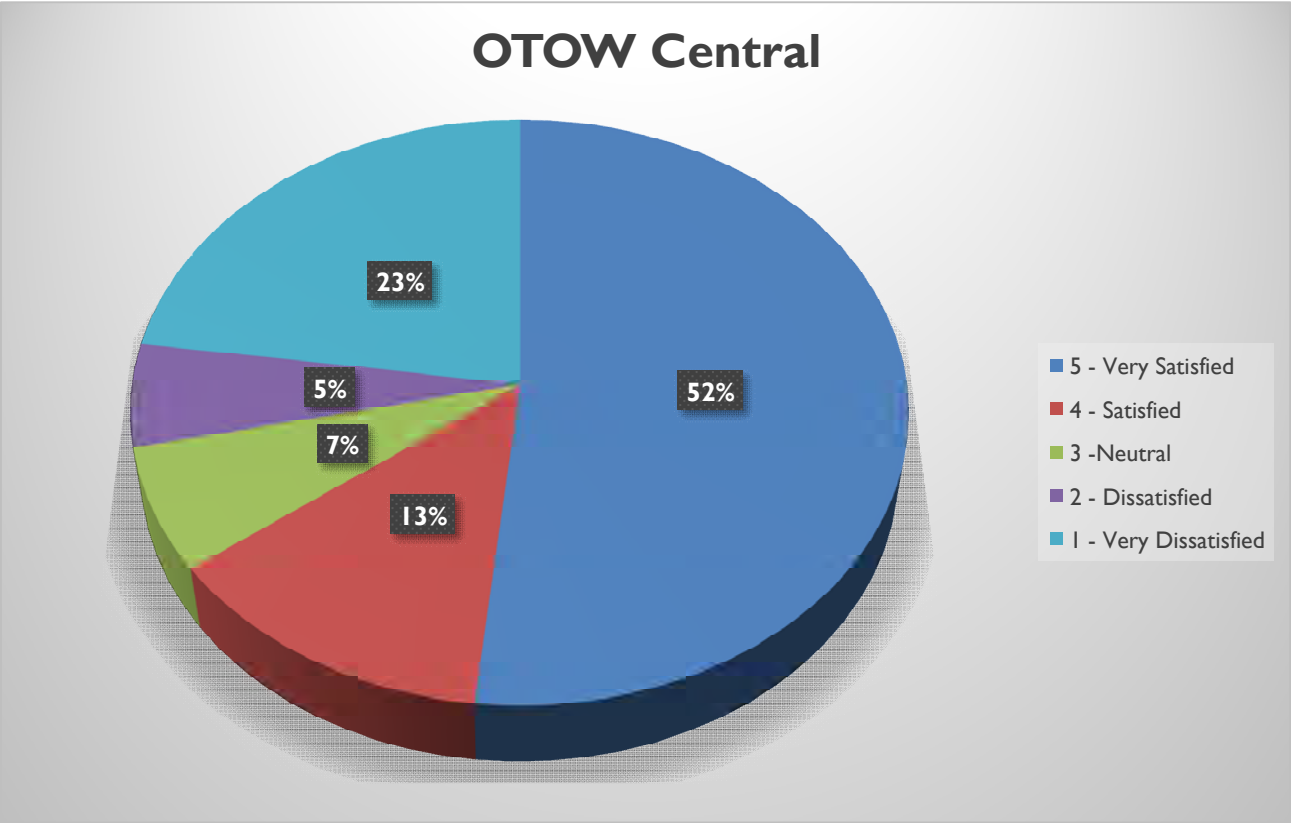
View and download Association Official Records.

Submit Maintenance Requests.





AppFolio Workorder Survey



November 2025	5 - Very Satisfied	4 - Satisfied	3 -Neutral	2 - Dissatisfied	1 - Very Dissatisfied	Total Surveys
OTOW Central	91	23	12	10	40	176

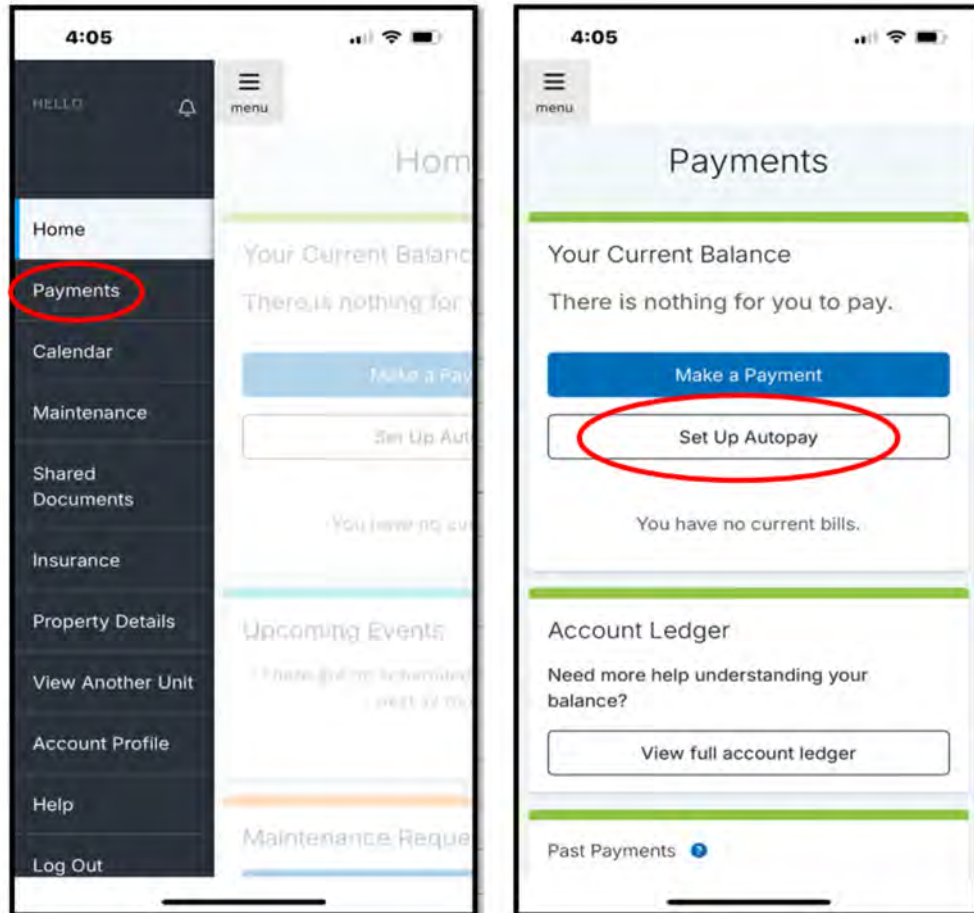


Transition to AppFolio for all Payments

- Beginning April 1, 2026, all payments must be submitted directly through the AppFolio Owner Portal using one of the following methods:
 - Credit Card (merchant processing fees apply)
 - E-Check (no charge)



HOW TO SET-UP AUTOPAY IN THE APPFOLIO OWNER PORTAL



- **Step 1:** Login into your AppFolio Owner Portal.
**If you do not have an account, please contact Resident Services at (352) 236-6869.*
- **Step 2:** Visit the Payments tab and select “Set Up Autopay”.
- **Step 3:** Choose your payment method – via Credit/Debit or via eCheck (Checking or Savings account) and fill out all required information.
- **Step 4:** Choose your Payment Amount and Date. For recurring payments, choose Autopay. Once complete, click Create Autopay at the bottom of the screen.

**If you choose “A Specific Amount” you will need to update this amount annually to reflect any changes with your Community Service Fees.*

You will receive confirmation once the autopay set-up is completed.




Online Payment Fee Schedule

- Credit Card: 2.99% of the total amount per transaction
- Debit Card: \$9.99 flat fee per transaction
- eCheck (ACH): fees waived



Mobile App



GET IT ON
Google Play

Online Portal by AppFolio

AppFolio, Inc.

3.4★
3.38K reviews


1M+
Downloads

E
Everyone

Install


Share

Add to wishlist


 You don't have any devices

App Store Preview

This app is available only on the App Store for iPhone and iPad.



Download on the
App Store



Online Portal by AppFolio

Pay rent or dues instantly

AppFolio, Inc.

#65 in Productivity

★★★★★ 2.4 • 831 Ratings

Free



Desktop/Laptop Access

https://ontopoftheworldinfo.com

Battle of the Paddle returns! 2nd Annual Pickleball Tournament: Feb 27-Mar 1, 2026.
Registration opens Dec 1, 2025. [Click here](#) to register!

On Top of the World | Resident Information

HOME ASSOCIATIONS COMMUNITY ACTIVITIES RESIDENT INFORMATION RESOURCES CONTACT

APPFOLIO OWNERS PORTAL NEW RESIDENT APPLICATION

Where The Cool Kids Retire™

Resident Alerts Virtual Bulletin Board Event Calendar Resident Services



AppFolio Online Portal Adoption



[View history](#)



AppFolio Training Class

The Recreation Center Ballroom

- **February 19, from 10am -12pm**
- **March 26, from 10am – 12pm**



OTOW App

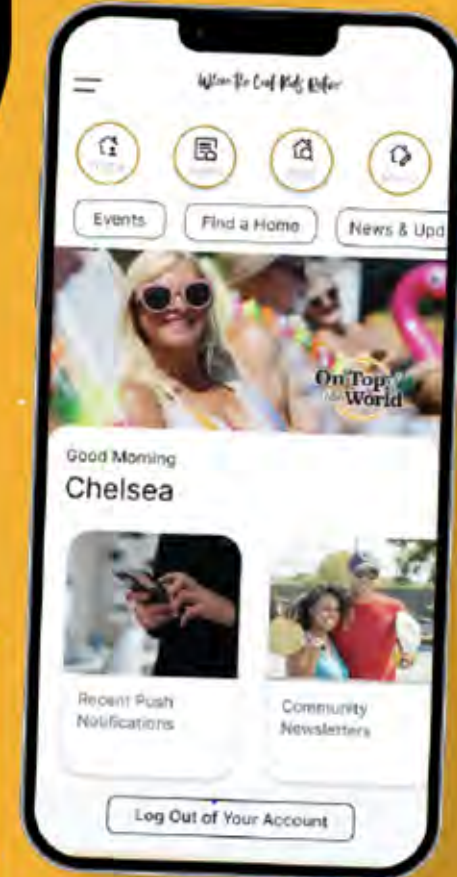
Download the
APP NOW!

EVERYTHING YOU NEED, ALL ON YOUR PHONE:

- Navigate the Community
- Discover Activities & Clubs
- Resident Services Resources
- Access HOA & Service Fees
- & So Much More!

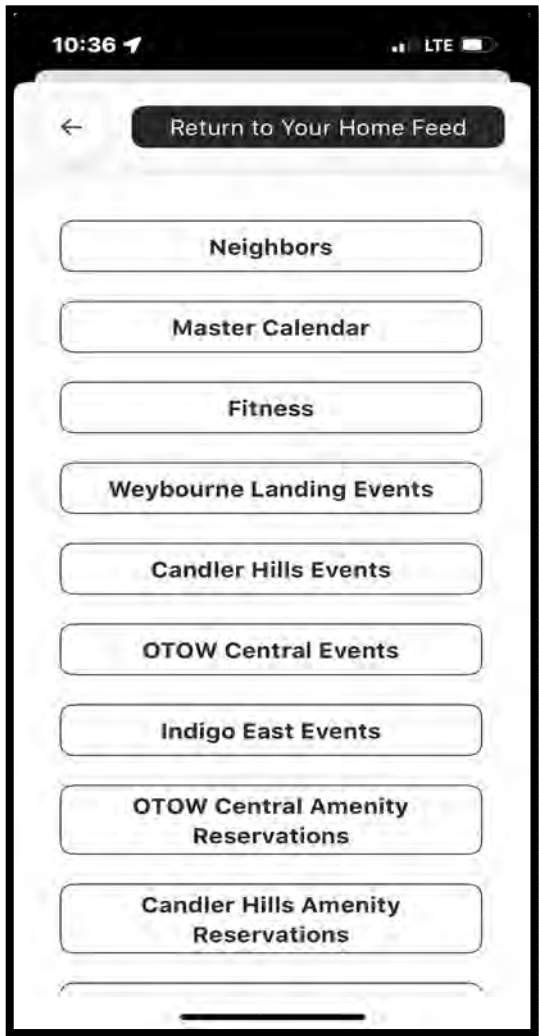


SCAN ME





OTOW App



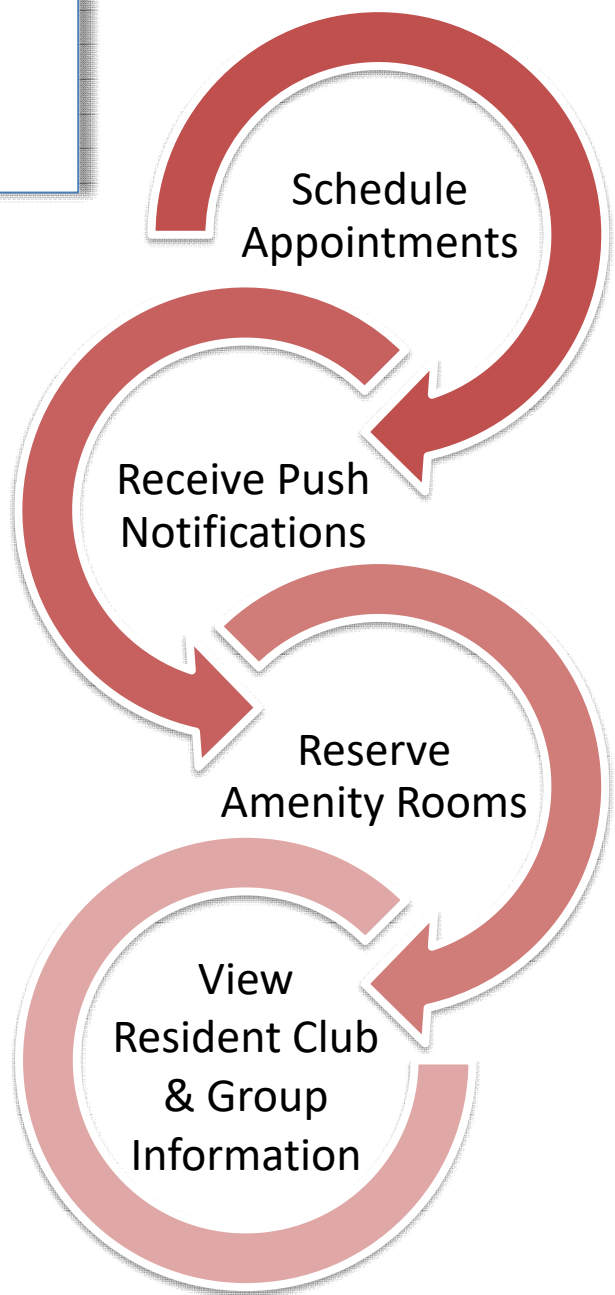
Entire OTOW Community

- ***94% Adoption Rate per household***
- ***70% Adoption Rate per User***

OTOW Central

- ***80% Adoption Rate per household***
- ***69% Adoption Rate per User***
 - ***Average Monthly Active Users:3249***

**Register for Excursions and Events
through the OTOW App!**





Golf Cart Rule Change

Rule 13

Low Speed Vehicles (“LSVs”) and Golf Carts

The use and operation of LSVs and/or Golf Carts within the Community are subject to all applicable Florida laws, Marion County Ordinances, rules, regulations and rules of the road. The owner of such vehicle will be required to complete the LSV/Golf Cart Form and Release of Liability attached hereto as Exhibit “A” and incorporated herein by this reference.



LSV/Golf Cart Form & Release of Liability

LOW SPEED VEHICLE ("LSV")/GOLF CART FORM

RESIDENT NAME: _____

RESIDENT ADDRESS: _____

SERIAL NUMBER: _____

YEAR: _____ MAKE: _____ MODEL: _____ COLOR: _____

RELEASE AND LIABILITY WAIVER

I/We ("Releasor(s)") hereby unconditionally and irrevocably release, waive, and discharge any and all claims, demands, actions, causes of action, damages, losses, or liabilities of any kind—whether known or unknown, contingent or fixed, past, present, or future—against On Top of the World Communities, LLC.; Sidney Colen & Associates, Ltd.; Parkway Maintenance & Management Co.; On Top of the World Real Estate, Inc.; and all related homeowner associations and community development districts, including by not limited to On Top of the World (Central) Owners Association, Inc.; Candler Hills Neighborhood Association, Inc.; Indigo East Neighborhood Association, Inc.; Weybourne Landing Neighborhood Association, Inc.; Circle Square Ranch Master Association, Inc.; and all of their respective parents, subsidiaries, affiliates, officers, directors, members, employees, agents, contractors, insurers, successors, and assigns (collectively, the "Released Parties").

This release applies to any claim for bodily injury, death, property damage, economic loss, or any other harm, including by not limited to those arising from the negligence, gross negligence, premises liability, or strict liability of the Released Parties, in any way arising from or relating to my/our operation, possession, or presence of any golf cart or other vehicle within or upon any property, roadway, cart path, easement, multimodal lane, or facility located within On Top of the World Communities in Marion County, Florida.

Releasor(s) further agree to defend, indemnify, and hold harmless the Released Parties from and against any claims, lawsuits, judgments, settlements, damages, liabilities, costs, and expenses (including reasonable attorneys' fees and court costs) arising from Releasor's operation of a golf cart within the community or any breach of this waiver, including any third-party claims.

Releasor(s) expressly acknowledge and agree that this waiver is intended to be interpreted as broadly and inclusively as permitted under applicable Florida law, and that it shall remain in full force and effect at all times the undersigned own, operate, or use a golf cart or otherwise access or reside within On Top of The World Communities.

Inspections are no longer required.

Decals will no longer be issued.

LSV/Golf Cart Form and Release of Liability must be signed.



Enforcement Policy

Violation Process –

- (a) First Notice: Door Knock/Door Hanger and Letter – 30 days to cure.
- (b) Second Notice: “Final Notice” – 14 days to cure.

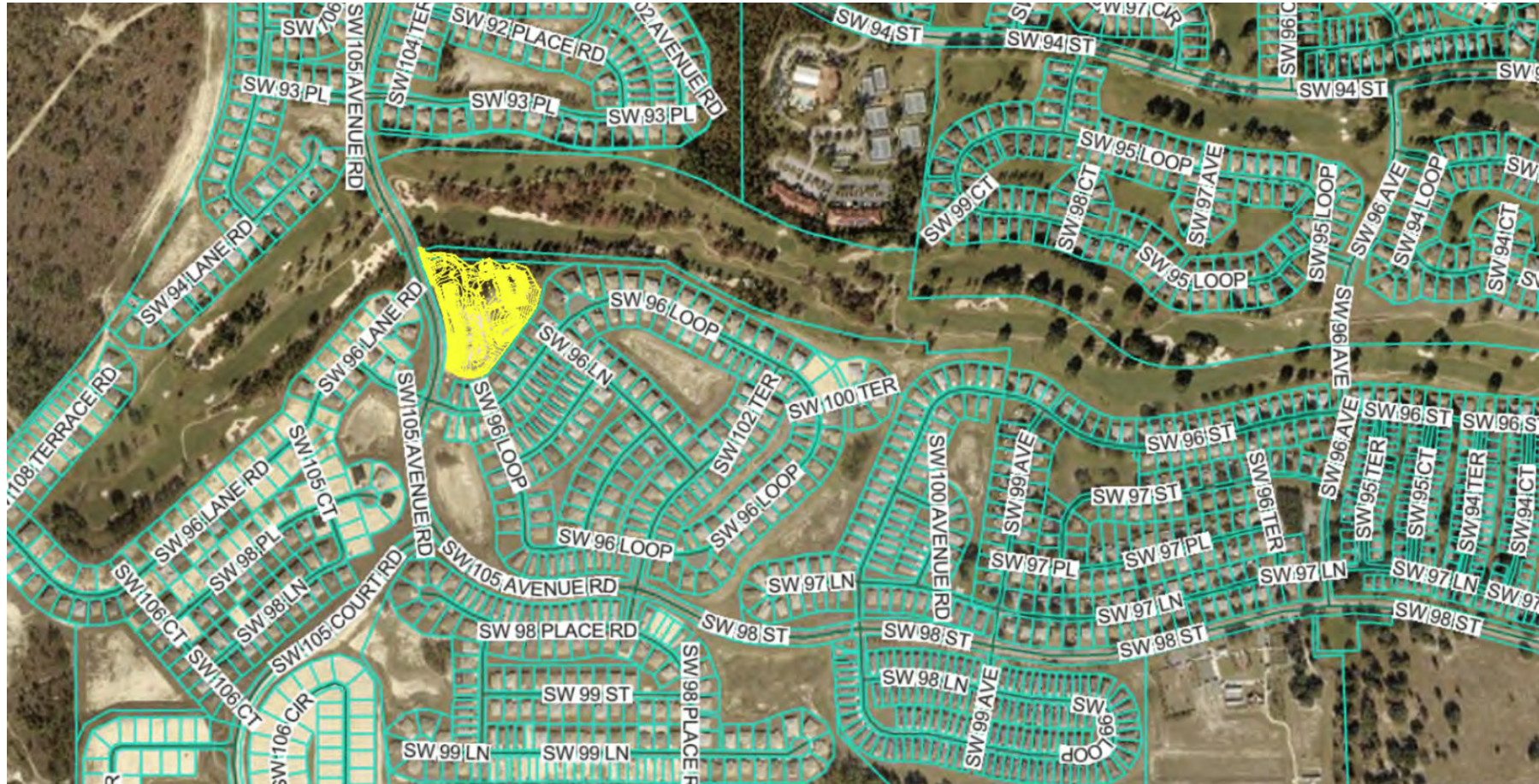
Fine and Suspension Procedure –

- (a) Levying of Fines or Suspension: If the Violation(s) is not cured within the specified time, the Association’s Board of Directors may levy a fine (up to \$100 per day, not to exceed \$1,000 per violation) or suspend common area use rights and/or voting rights, in accordance with Florida Statutes 720.305.
- (b) Notice of Hearing: At a duly noticed Board of Directors meeting, the Association’s Board of Directors will make recommendations on next steps. After such meeting, if the Board has proposed a fine or fines against a property, at least fourteen (14) days’ notice of a hearing shall be given to the owner(s). Included in the notice shall be the date and time of a hearing before the Enforcement Committee.
- (c) A written decision of a majority of the Enforcement Committee shall be delivered to the Member, tenant, guest, or invitee within seven (7) days after the hearing.



Development Updates

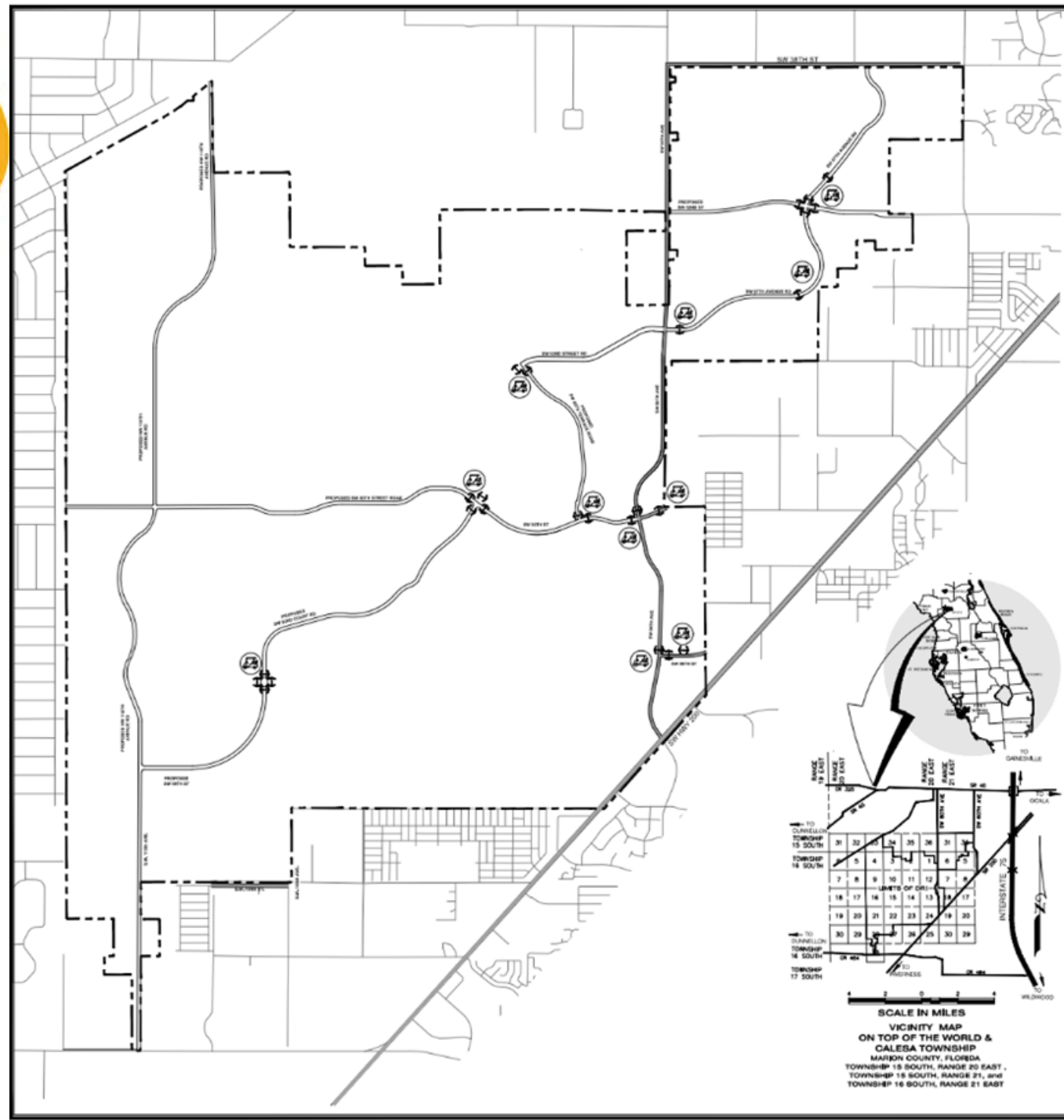
Boe Stepp



The Summit



On Top of The World & Calesa Township Master Roadway Corridor Map



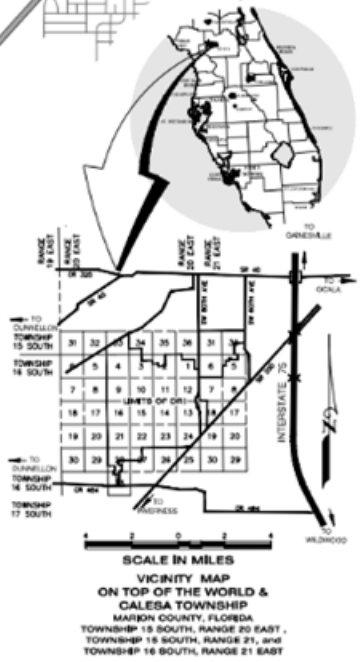
- GENERAL NOTES:**
1. THIS MASTER CONCEPTUAL PLAN IS FOR PLANNING PURPOSES ONLY. ROADWAY GEOMETRY SUBJECT TO CHANGE. THIS PLAN SATISFIES ALL REQUIREMENTS OF THE MARION COUNTY LDC INCLUDING LDC SECTION 8.11 A.C. AS MAY BE AMENDED. ALL FUTURE SUBMITTALS WITHIN THE ON TOP OF THE WORLD AND CALESA TOWNSHIP WILL NOT BE REQUIRED TO DEDICATE RIGHTS-OF-WAY TO MARION COUNTY.
 2. ALL DEPICTED ON TOP OF THE WORLD AND CALESA TOWNSHIP INTERNAL PRIVATE ROADWAYS ARE RESERVED AS PRIVATE ROADS FOR VEHICULAR, GOLF CART, AND PEDESTRIAN INGRESS AND EGRESS. ON TOP OF THE WORLD COMMUNITIES, L.L.C. (OTOW) AND COLEN BUILT DEVELOPMENT, L.L.C. (CBDD) MAY DO THE FOLLOWING REGARDING INTERNAL PRIVATE ROADS:
 - 3.a. GRANT AND RESERVE EASEMENTS, AND
 - 3.b. ASSIGN OPERATION AND MAINTENANCE RESPONSIBILITIES, AND
 - 3.c. CONVEY AND DEDICATE TO A PROPERTY OR HOME OWNERS ASSOCIATION, A COMMUNITY DEVELOPMENT DISTRICT OR OTHER CUSTODIAL AND MAINTENANCE ENTITY.
 3. OTOW AND CBDD MAY ELECT TO DESIGN, ENGINEER, PERMIT, AND CONSTRUCT THE INTERNAL PRIVATE ROADWAYS FROM ANY ONE OR MORE OF THE FOLLOWING AND IN COMPLIANCE WITH THE FOOT CURE BOOK AND MARION COUNTY LDC AS MAY BE APPLICABLE:
 - 4.a. TWO-LANE RURAL, AND
 - 4.b. TWO-LANE URBAN, AND
 - 4.c. FOUR-LANE URBAN.
 4. GOLF CART CROSSINGS WERE PREVIOUSLY APPROVED AT THE INTERSECTIONS OF 80th STREET AND SW 90th STREET WITH SW 80th AVENUE BY ORDINANCES 12-08 AND 17-04. OTOW AND CBDD MAY, IN THEIR DISCRETION, LOCATE GOLF CART AT-GRADE CROSSINGS, GOLF CART PATHS, AND GOLF CART LANE SHARING WITHIN ON TOP OF THE WORLD COMMUNITIES AND CALESA TOWNSHIP.
 5. OTOW WILL AGREE TO CONVEY TO MARION COUNTY UP TO, BUT NOT EXCEEDING, 60 FEET OF RIGHT-OF-WAY ALONG THE SOUTHERN BOUNDARY OF SW 38th STREET AND UP TO, BUT NOT EXCEEDING, 50 FEET OF RIGHT-OF-WAY ALONG THE NORTHERN BOUNDARY OF SW 10th STREET. THE CONVEYANCE SHALL BE SUBJECT TO OTOW AND MARION COUNTY ENTERING INTO AN IMPACT FEE CREDIT AGREEMENT, WHICH SHALL ADDRESS THE PROPERTY TO BE CONVEYED FOR RIGHT-OF-WAY. THE VALUE OF THE PROPERTY SUBJECT TO AN APPRAISAL, THE TIMING AND MANNER OF CONVEYANCE, AND THE AMOUNT OF IMPACT FEE CREDITS TO BE CONVEYED BY THE COUNTY TO OTOW EQUAL TO THE VALUE OF THE PROPERTY TO BE CONVEYED TO THE COUNTY.

GOLF CART CIRCULATION PLAN LEGEND



LEGEND

- PROPERTY BOUNDARY
- EXISTING MARION COUNTY ROADS
- OTOW & CALESA TOWNSHIP INTERNAL PRIVATE ROADWAYS



Prepared For:
ON TOP OF THE WORLD, L.L.C.
COLEN BUILT DEVELOPMENT, LLC
8445 SOUTHWEST 80th STREET
OCALA, FLORIDA
33481-9907





8. Board Reports



9. Answers to Written Questions



10. Association Member Comments



11. Adjournment

Do we have a motion from the floor to adjourn the meeting?



OTOW (CENTRAL)

OWNER'S ASSOCIATION

Happy Holidays!