

Property Application for Lighthouse Bay Two

Property Name

How to Apply ?

1

You can go to
[Tenantev.com](https://tenantev.com) or scan
this QR Code.



then

2

Create a new account
and use the following
application code to begin.

11607

Property Application Code

Please read before applying

You must create a Tenant Evaluation account to apply, or you can sign in to your existing account.

The community you are applying to could request information such as
Credit report (Social Security number necessary), Criminal background check, Eviction report,
Proof on income, Personal and work verifications.

Important!

Application Fee: There is a cost associated with the application. You won't be charged until your digital application form is submitted at the beginning of the process.
This application is linked to the email address you will use to create your new account. If you have questions regarding the application requirements, please contact the association directly.
Tenant Evaluation does not determine your approval. The community association screening committee makes the final decision after reviewing your application.

Application process
may take up to 45 *minutes*
tenantev.com

Do you need help?



Email us at
support@tenantevaluation.com



Call us at
305.692.7900

Estoppels, Insurance & Capital Reserve Fee

In keeping with our commitment to provide you with industry leading services, we partnered with HomeWise Docs, a leader in sourcing and fulfilling estoppel and questionnaire requests. To place a request for an Estoppel or Questionnaire, go to <https://www.homewisedocs.com/>. We do not perform these in the office on site.

To obtain our insurance information please contact Doris Laurence.

Doris Laurence

239-649-1444

Doris.Laurence@assuredpartners.com

LIGHTHOUSE BAY AT THE BROOKS

PROCEDURES AND RULES FOR LISTING AND SHOWING AGENTS REGARDING OPEN HOUSES

1. The unit owner must inform the Harbour Club office that the unit is either for rent or for sale and must also provide the name of the listing agent, the agency affiliation and appropriate contact information. If the unit owner is serving as his/her own agent, the unit owner will be considered to be a listing/showing agent for the purposes of these procedures and rules.

2. The listing agent for a rental is responsible for securing the Association's information for Lease and/or Purchase on the Lighthouse Bay website, in the "Classifieds and Open House" tab, under "Prospect Info".

→ <https://www.lighthousebay.com/std.php?IID=100637760>

No other lease or purchase applications will be accepted other than those submitted through the Tenant Evaluation website (property codes for applications are available in the realtor packets for the desired Association).

3. The selling or leasing agent of a unit in Lighthouse Bay has the responsibility of becoming familiar with the limitations imposed on a lessee or prospective owner by the various condominium documents, the Rules and Regulations of the Harbour Club and ensuring that no conditions exist which would place the lessee or prospective owner in violation of the above documents.

4. No property may be shown before 9:00 a.m. or after 7:00 p.m.

5. A real estate agent must obtain a guest pass from the homeowner to visit/show the property when not for an open house.

6. Open Houses must be previously scheduled with the office via the Open House Form that is available on the Lighthouse Bay website → <https://www.lighthousebay.com/std.php?IID=100219392>. Hours are limited to Saturday and Sunday between 1 :00 p.m. and 4:00 p.m. During a requested date of Open House, in the specified time parameters, the barrier arm in Gate #1 will be held in the upright position to accommodate walk-ins and all scheduled visitors without the need for a guest pass, entry code, phone call, etc.

7. No announcement or direction signs may be displayed within Lighthouse Bay **except** one of the approved "Open House" signs which may be displayed at curbside at the walkway to the unit. This Harbour Club Board-approved "Open House" sign with its specifications developed by the Architectural Review Board is the only real estate sign that is permitted in Lighthouse Bay (see attached).

8. Agents and prospective buyers or renters are guests of Lighthouse Bay and are expected to conduct themselves appropriately, e.g., obeying speed limits, observing parking restrictions and not creating a disturbance for the residents. If you are unsure of the rules, ask the office staff. Prospects may not make use of the amenities.

**Lighthouse Bay
Architectural Review Board (ARB) Design Criteria
"Open House" Signage**

Authority:

Article 7.18 of the Declarations of Covenants, Conditions and Restrictions of Lighthouse Bay states as follows:

"No sign of any kind shall be displayed to public view on any Unit, condominium common area or Common area, except a sign identifying Lighthouse Bay individual condominiums within Lighthouse Bay, street or traffic control signs, except as approved by the ARB.

Specifications:

- Material: Coroplastic in beige and turquoise colors to blend with surroundings of Lighthouse Bay.
- Dimensions: The flat portion of the sign shall be 24 inches wide by 18 inches high.
- Contents: The words **"Open House"** shall appear on both sides of the sign. The color of the words **"Open House"** shall be turquoise painted against a beige background.
- Attachment & Signage Mounting: The sign shall be attached to or mounted on a 24 inch high ½" corex black angel iron metal stand.

The sign may be purchased by individuals or by realtors through their local Realtors Associations.

Approved: Harbour Club Board of Directors

Name Philip A. Dreyer Title BOARD PRESIDENT
Date 5-6-2011

Attachments: Yes
 No

April 2011

Lighthouse Bay



18"x24" coropl., 2 sided w/ metal frame stand

LIGHTHOUSE BAY TWO ASSOCIATION, INC.
FREQUENTLY ASKED QUESTIONS AND ANSWERS SHEET

January – December 2024

- Q. What are my voting rights in the condominium association?**
- A. Association members are entitled to one (1) vote for each Unit owned by them. Please refer to Article II, Section 2 of the By-Laws.
- Q. What restrictions exist in the condominium documents on my right to use my unit?**
- A. Use Restrictions include residential use, minors, pets, nuisance, parking, antennas and signs, access, stairs and halls, common elements, garage, fire hazards, and leasing. Please refer to Section 12 of the Declaration Condominium.
- Q. How much are my assessments to the condominium association for my unit and when are they due?**
- A. Assessments are **\$2,360.00** per unit per quarter (Includes Master Association, full reserves, cable, internet, inside pest control on an as needed basis, trash removal and landscaping). Assessments are due Jan. 1st, April 1st, July 1st and Oct. 1st.
- Q. Do I have to be a member in any other Association? If so, what is the name of the Association and what are my voting rights in this association?**
- A. Yes, all Unit Owners in Lighthouse Bay Two, must also be members of *The Harbour Club at Lighthouse Bay, Inc.* Each Unit owner in Lighthouse Bay Two, is entitled to one vote in the Master Association. Please refer to Article III of the Master Association By-Laws. Unit Owners in Lighthouse Bay Two also automatically become Bronze Members of the Commons Club at the Brooks per the Declaration of Covenants, Conditions and Restrictions for Lighthouse Bay at the Brooks. The Annual dues for such membership is included in the assessment quoted above.
- Q. Am I required to pay rent or land use fees for recreational or other community used facilities? If so, how much am I obligated to pay annually?**
- A. No.
- Q. Is the Condominium Association or other mandatory membership Association currently involved in a lawsuit in which it may be subject to liability in excess of \$100,000? If so, identify each such lawsuit.**
- A. No.

NOTE: THE STATEMENTS CONTAINED HERIN ARE ONLY SUMMARY IN NATURE. A PROSPECTIVE PURCHASER SHOULD REFER TO ALL REFERENCES, EXHIBITS HERTO, THE SALES CONTRACT AND THE CONDOMINIUM DOCUMENTS.

Association Name:

Lighthouse Bay 2

Budget Worksheet for period Beginning January 1, 2024 to December 31, 2024

		2023	2023	2024	2024
		Approved Budget	Approved Budget	Approved Budget	Approved Budget
		Quarterly	Annual	Quarterly	Annual
INCOME					
41100	Regular Assessment	105,024	420,095	115,091	460,362
41110	Reserves Income	21,250	85,000	24,750	99,000
41105	HCLHB Master Association	175,058	700,232	184,412	737,649
41290	Harbour Club Renovation Assessment	15,588	62,352	15,588	62,352
	TOTAL MAINTENANCE	316,920	1,267,679	339,841	1,359,363
OTHER INCOME					
42001	Application Income	-	-	875	3,500
	TOTAL OTHER INCOME	-	-	1,145	4,580
	TOTAL REVENUES	316,920	1,267,679	340,986	1,363,943
ADMINISTRATIVE EXPENSES					
51010	Accounting/Tax Prep Fees	69	275	69	275
51040	Bad Debt	125	500	-	-
51077	Corp Annual Fees	15	61	15	61
51110	Fees Paid to Division	144	576	144	576
51129	Income Taxes	225	900	225	900
51132	Insurance Appraisal	115	460	115	460
51150	Legal Expense	2,500	10,000	1,250	5,000
51152	Legal Fees - Collections	750	3,000	750	3,000
51161	Harbour Club Maintenance Fees	175,058	700,232	184,412	737,649
51163	Harbour Club Renovation Assessment	15,588	62,352	15,588	62,352
51170	Office Supplies- KW	180	720	180	720
51200	Postage/Office Supplies	50	200	63	250
51209	Professional Fees	625	2,500	125	500
51230	Screening Fees	625	2,500	625	2,500
70239	Management Services	2,181	8,723	2,279	9,116
70239.1	Overhead Fee KWPM	460	1,841	481	1,924
	TOTAL ADMINISTRATIVE	198,710	794,840	206,321	825,282
GROUNDS					
80191	Irrigation Repair	1,000	4,000	1,125	4,500
80210	Landscaping	12,984	51,934	13,244	52,975
80311	Pine Straw/Mulch	4,265	17,058	4,558	18,232
80384	Sod, Shrub & Tree Replacement	5,500	22,000	5,000	20,000
80395	Tree Trimming	1,715	6,860	3,523	14,092
70070	Cont-Dryer Vent Cleaning	-	-	864	3,456
70361	Cont-Roof Maintenance	-	-	1,724	6,895
	TOTAL GROUNDS	25,463	101,852	30,037	120,150
INSURANCE					
72005	Property	32,412	129,648	42,585	170,342
72010	Umbrella	916	3,663	605	2,419
72015	Workers Compensation	150	599	141	565
72020	Crime	262	1,046	303	1,210
72025	Directors & Officers	540	2,160	602	2,406

David T. Au *[Signature]*

Association Name: Lighthouse Bay 2

Budget Worksheet for period Beginning January 1, 2024 to December 31, 2024

	2023 Approved Budget Quarterly	2023 Approved Budget Annual	2024 Approved Budget Quarterly	2024 Approved Budget Annual
72030 Liability	1,795	7,180	2,025	8,102
TOTAL INSURANCE	36,074	144,296	46,261	185,044
REPAIRS & MAINTENANCE				
80044 Chlorination Roofs & Driveways	5,225	20,900	-	-
80098 Extinguisher Inspection & Maint.	250	1,000	1,400	5,600
80243 Building Maintenance	3,750	15,000	3,750	15,000
80300 Pest Control	980	3,920	980	3,920
80300.1 Rodent Bait Station	711	2,844	1,281	5,124
80340 Pressure Cleaning	3,000	12,000	2,688	10,750
TOTAL REPAIRS & MAINT	13,916	55,664	10,099	40,394
UTILITIES				
60040 Trash Removal	1,819	7,277	2,018	8,073
60050 Water & Sewer	19,688	78,750	21,500	86,000
TOTAL UTILITIES	21,507	86,027	23,518	94,073
PAYROLL/RELATED EXPENSES				
TOTAL PAYROLL & RELATED EXPENSES	-	-	-	-
RESERVES				
94050 Reserve Contribution	21,250	85,000	24,750	99,000
TOTAL RESERVES	21,250	85,000	24,750	99,000
TOTAL EXPENSES	316,920	1,267,679	340,986	1,363,943
NET OPERATING INCOME (LOSS)	-	-	-	-

Summary of Assessments

	2023	2024
Regular Assessment	420,095.00	460,362
Reserves Income	85,000.00	99,000
HCLHB Master Association	700,232.00	737,649
Harbour Club Renovation Assessment	62,352.00	62,352
Total	1,267,679	1,359,363

Disclaimer: The Budget and figures are a good faith estimate only and represent an approximation of future expenses based on facts and circumstances existing at the time of preparation. Actual costs of such items may exceed the estimated costs.

APPROVED BY: 


DATE: 10-18-23

DATE: _____



PROPERTY MANAGEMENT & CONSULTING

Association Name:

Lighthouse Bay 2

Reserve Budget Worksheet for period Beginning January 1, 2024 to December 31, 2024

Description	Estimated Replacement Cost	Estimated Total Useful Life	Estimated Remaining Useful Life	Projected Fund Balance as of 12/31/2023	2024 Quarterly Contribution	2024 Annual Contribution	2024 Partial Reserve Contribution (if applicable)
Building Painting	242,077	7	6				
Mailboxes	31,842	20	17				
Lake Drains	22,175	40	38				
Roof Replacement	3,160,000						
Phase 1 Roof Replacement-Coach Buildings (8)		50	48				
Phase 2 Roof Replacement-Garden Buildings (7)		50	48				
Phase 3 Roof Replacement- Carriage Buildings (4)		50	48				
Screen Cage Replacement							
Phase 1 Screen Cage Replacement (Upper Units Only)	116,083	25	2				
Phase 2 Screen Cage Replacement (Lower Units Only)	104,970	25	10				
Pooled Reserves				778,554	24,750	99,000	
TOTAL RESERVES	3,677,147			778,554		99,000	*

David J. Han
David J. Han



Association Name:

Lighthouse Bay 2

Maintenance and Reserve Income Per Unit for period Beginning January 1, 2024 to December 31, 2024

Yearly Maintenance

1,260,363

Yearly Reserves:

99,000

Unit Type	Number of Units per type	Ownership % per Unit	Total ownership % per unit type	Quarterly Maintenance per unit	Quarterly Reserves per Unit	Total Quarterly Maintenance with Reserves per Unit
	144	0.69444%	100.0000%	2,188.13	171.88	2,360.00
	144		100.00000%			

Unit Type	Number of Units per type	2023 Quarterly Fees	2024 Quarterly Fees	\$ Change per Quarter	% Change
-	144	2,200.83	2,360.00	159.17	7.23%

David J. An
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