

Property Application for Lighthouse Bay Villas One

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.

11605

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 Phyllis M. Sanchez 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 VILLAS ONE 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 **\$3,004.15** 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 Villas One, must also be members of *The Harbour Club at Lighthouse Bay, Inc.* Each Unit owner in Lighthouse Bay Villas one, 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 Villas One 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.



KW PROPERTY MANAGEMENT & CONSULTING

Association Name:

Lighthouse Bay Villas One

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

Presented with Paritally Funded Reserves

		2023	2023	2024	2024
		Approved Budget	Approved Budget	Approved Budget	Approved Budget
		Quarterly	Annual	Quarterly	Annual
INCOME					
41100	Maintenance Fees	45,043	180,173	54,302	217,208
41110	Reserves Income	20,000	80,000	20,000	80,000
41105	Master Maintenance	55,921	223,685	58,909	235,638
41290	Harbour Club Renovation Assessment	4,980	19,918	4,980	19,918
	TOTAL MAINTENANCE	125,944	503,776	138,191	552,764
OTHER INCOME					
42001	Application Income	-	-	75	300
	TOTAL OTHER INCOME	-	-	75	300
	TOTAL REVENUES	125,944	503,776	138,266	553,064
ADMINISTRATIVE EXPENSES					
51010	Accounting /Tax Prep Fees	69	275	69	275
51077	Corp. Annual Fees	15	61	15	61
51110	Fees Paid to Division	46	184	46	184
51132	Insurance Appraisal	220	880	83	330
51150	Legal	188	750	188	750
51161	Harbour Club Maintenance Fees	55,921	223,685	58,909	235,638
51163	Harbour Club Renovation Assessment	4,980	19,918	4,980	19,918
51170	Office Supplies- KW	58	230	38	150
51200	Postage/Office Supplies	25	100	25	100
51209	Professional Fees	25	100	25	100
51230	Screening Fees	53	213	64	256
70239	Management Services	698	2,791	730	2,921
70239.1	Overhead Fee KWPM	77	308	80	322
	TOTAL ADMINISTRATIVE	62,374	249,495	65,251	261,004
GROUNDS					
80191	Irrigation Repair	1,125	4,500	2,125	8,500
80210	Landscaping	13,375	53,501	13,375	53,501
80311	Pine Straw/Mulch	815	3,258	1,500	6,000
80384	Sod,Shrub & Tree Replacement	2,500	10,000	2,500	10,000
80395	Tree Trimming	1,573	6,290	1,585	6,340
	TOTAL GROUNDS	19,387	77,549	21,085	84,341
INSURANCE					
72005	Property	14,610	58,439	19,171	76,685
72010	Umbrella	448	1,790	396	1,585
72015	Workers Compensation	150	599	142	566
72020	Crime	198	793	179	718
72025	Directors & Officers	345	1,379	366	1,463
72030	Liability	618	2,471	688	2,754
	TOTAL INSURANCE	16,368	65,471	20,943	83,771
REPAIRS & MAINTENANCE					
80098	Fire Extinguisher Maint.	53	213	88	350

Howard Lewis

Linda Howard

Association Name:

Lighthouse Bay Villas One

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

Presented with Paritally Funded Reserves

		2023 Approved Budget Quarterly	2023 Approved Budget Annual	2024 Approved Budget Quarterly	2024 Approved Budget Annual
80181	Hurricane Cleanup	363	1,450	363	1,450
80243	Building Maintenance	3,500	14,000	2,500	10,000
80300	Pest Control	1,043	4,172	1,043	4,172
80300.1	Rodent Bait Station	757	3,026	759	3,036
80340	Pressure Cleaning	776	3,105	800	3,200
80345	Pressure Wash - Roof	-	-	4,111	16,445
80360	Roof	1,324	5,295	1,324	5,295
	TOTAL REPAIRS & MAINT	7,815	31,261	10,987	43,948
	UTILITIES				
	TOTAL UTILITIES	-	-	-	-
	PAYROLL/RELATED EXPENSES				
	TOTAL PAYROLL & RELATED EXPENSES	-	-	-	-
	RESERVES				
94050	Reserve Contribution	20,000	80,000	20,000	80,000
	TOTAL RESERVES	20,000	80,000	20,000	80,000
	TOTAL EXPENSES	125,944	503,776	138,266	553,064
	NET OPERATING INCOME (LOSS)	-	-	-	-

Summary of Assessments

	2023	2024
Maintenance Fees	180,173	217,208
Reserves Income	80,000	80,000
Master Maintenance	223,685	235,638
Harbour Club Renovation Assessment	19,918	19,918
Total	503,776	552,764

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:

[Signature] TREASURER

DATE:

APPROVED BY:

Linda Howard

DATE:

Nov. 3, 2023



Association Name: Lighthouse Bay Villas One

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)
Exterior Building Elements	2,689,000	5-40	0-29				
Gutters & Downspouts, Aluminum	26,100	15-20	14				
Lanai, Screens & Frames	299,000	15-20	14				
Roofs, Coated Metal	2,288,000	40	25 35 11/3/23				
Walls, Stucco, Paint Finishes & Capital Repairs	75,900	5-7	6				
Property Site Elements	9,200	25	3				
Mailboxes	9,200	25	3				
Reserve Study Update w/ Site Visit	2,600	2	1				
Insurance Deductible/Storm Loss	100,000						
Pooled Reserves				176,708	31,050	124,200	80,000
TOTAL RESERVES	5,499,000			176,708		124,200	80,000

Wendy Jones
Nov 3, 2023

Linda Howard
Nov. 3, 2023



Association Name: Lighthouse Bay Villas One

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

Yearly Maintenance 472,764 **Yearly Reserves** 80,000

Presented with Partially Funded Reserves

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
0	46	2.17391%	100.0000%	2,569.37	434.78	3,004.15
	46		100.00000%			

Unit Type	Number of Units per type	2023 Quarterly Fees	2024 Quarterly Fees	\$ Change per Quarter	% Change
-	46	2,737.91	3,004.15	266.24	9.72%

Richard Jones
Nov 3, 2023

Jinda Howard
Nov. 3, 2023