

***ISLANDER CLUB OF LONGBOAT
CONDOMINIUM ASSOCIATION, INC.***

CONDOMINIUM RULES AND REGULATIONS(R&R)

Introduction

The ISLANDER CLUB OF LONGBOAT CONDOMINIUM ASSOCIATION, INC., is responsible for the operation of the condominium. In conformance to its ARTICLES OF INCORPORATION, the DECLARATION OF CONDOMINIUM, its BY-LAWS, and CHAPTER 718, FLORIDA STATUTES, the Association is empowered to prescribe such "House Rules" as it shall consider essential.

The rules exist for the mutual benefit of all owners and residents and are intended to make living in our condominium pleasant and comfortable.

All rules that apply to residents also apply to anyone occupying a unit.

The rules are not all-inclusive since they cannot contemplate all possible situations or circumstances. Owners have certain rights but also certain obligations.

In general, behavior that is inconsiderate of others is not acceptable.

Resolution

If an owner desires to bring a matter to the Board of Directors, please refer to the Resolution Adopted by the Board On March 26, 2015. This resolution is available in the Islander Club office.

Administrative Authority

Procedure for enforcement for the Rules & Regulations

A covenant Committee will be established as a part of the enforcement procedure. If an occupant observes a violation of the Rules & Regulations, they may address the issue direct with the party. If the alleged violation continues, or if the occupant does not wish to address the issue with the party directly, then the occupant should direct the issue to management. Manager shall then forward a letter to the party and or the owner with a copy to the Board. If the Board decides that fining and/or suspension of use rights is appropriate, the Board will determine the amount of the fine and/or the length and scope of a suspension of common element use rights, and send a letter notifying the owner and/or the occupant of the nature of the violation, cite the provision of the Association documents that has been violated, and setting the time, date, and location of the hearing. The owner will be provided a fourteen-day notice prior to the hearing. The Board will notify the owner that they will be fined \$100 per day up to a maximum of \$1000.00 or a suspension from the use of the common elements. The Covenants Committee will be comprised of members of the Association who are neither board members nor persons residing in a board member's household. The Covenants Committee, will hear the evidence of the owner and will confirm or reject the fine or suspension as imposed by the Board of Directors. If a fine or suspension is approved by a majority of the Covenants Committee, the Board shall notify the owner and/or occupant in writing regarding the date(s) of violation, amount and due date of the fine, and the length and scope of any suspension of common element use rights.

In the alternative and notwithstanding the foregoing procedure, initially upon being advised by the manager of the hearing, at any point in the above proceedings the owner or occupant may in writing acknowledge the violation and notify the manager that it has been resolved. If the manager verifies that the violation has been sufficiently resolved prior to the hearing, all further proceedings will cease, and no fine or suspension will be levied. This procedure can only be used by the owner once every twelve months regardless of the violation. In addition, the Condominium Association may pursue all rights in conformance with any change in Florida Condominium Law, or in any way it deems appropriate as long as it is not in violation of Florida law.

Managerial Services

The condominium properties are managed by the Manager and the staff, all of whom are accountable to the Board of Directors. No other owner or lessee is authorized to issue instructions to the Manager or his staff.

Office hours are posted on the office door.

Residents must not interrupt the performance of employees' regular duties. These duties do not include special work in individual units unless common elements are involved.

Personal services by any staff members may be performed during off-duty hours through arrangement

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between the resident and the staff member.

Scheduled pest control services are provided for all apartments quarterly. Additional service will be provided if problems are reported to the office. The Management staff will inspect the apartments of absent owners and lessees on a weekly basis, unless an owner indicates in writing, by executing a form available in the office, that they do not desire an inspection. However, management has the right to inspect any unit if management feels that there is a possibility of a problem that could cause damage to any unit or the building.

Registration

Owners & Lessees

The Association requires residents and lessees to notify the office staff, either in person or by e-mail, letter or fax, of the names and addresses of all those in their party as well as their arrival and departure dates. A form is maintained in our office for each unit.

Overnight Guests

We cooperate closely with the Longboat Key Fire/Rescue departments. Part of our cooperation entails accounting for each person occupying a unit overnight.

Accordingly, we require all guests to register with our office at which time a copy of R & R. will be given to registrant. The owner or lessee must personally submit the name of each overnight guest - including infants. No more than eight persons in total may occupy a unit overnight regardless of relationship to the owner or lessee

No person under 21 years of age may occupy an apartment overnight in the absence of a responsible adult.

Owner Responsibility

Actions o/Others

Whether or not the owner or Resident Family is present, each owner is responsible for the actions of lessees and guests and for informing them of our rules. The owner is responsible for supplying the occupant with a copy of the Declaration of Condominium, Condominium By-Laws, and Condominium Rules and Regulations (here in referred to as Condominium Rules) which may be amended from time to time.

Children

The conduct, behavior and safety of children are the responsibility of parents, guardians or adult hosts at all times. The lobbies, foyers, stairways, hallways, elevators and parking lots are off limits to play.

Repair & Maintenance

Owners are responsible for the repair and maintenance of their individual apartments. Permission will not be granted to carry out any project that generates noise before 8:00 a.m. or after 5:00 p.m. on weekdays and 8:00 a.m. to 12:00 p.m. on Saturdays. These hours do not apply to emergencies such as plumbing or air conditioning problems.

Mail/Packages

Residents are responsible for receipt of their mail and packages. If you plan to be absent, arrange for the Postal Service or friends to hold or forward your mail.

FedEx, UPS, etc. may be delivered to the office when the absent resident has given the office written authorization to accept it.

Bicycles

Bicycles may be stored only in the special space provided in the north tower. You may not store a bicycle in your apartment or any parking area. There is a \$25 annual fee per bike.

Space can accommodate only bicycles that are actively used. Otherwise, bicycles will be disposed of after notification to remove.

Bicycles must be registered in the office and a sticker will be supplied for identification purposes.

Roller Blades, Roller Skates, etc.

No roller blades, roller skate boards, or similar equipment may be used in the common areas.

Trash

Except for recyclable materials and newspapers, all trash must be placed in plastic bags (provided by the office) and securely fastened before being disposed of in the chute.

Dropping loose vacuum cleaner bags down the chute is a fire hazard. Place the bags in plastic bag and tie it

first before disposing.

Magazines and advertising materials may be put down the trash chute if bagged.

Recyclables

Aluminum cans, glass and plastic containers must be rinsed and put in the containers located in the utility room on each floor.

Newspapers must be placed in the bins in the first-floor utility room.

Large, heavy items of trash should be disposed of in the ground floor trash room.

To dispose of Christmas trees, purchase a plastic bag for the purpose. Place the tree in the bag before attempting to remove the tree from the premises. If you need help contact the Manager.

Pets

No pets are permitted on the premises except birds or fish.

Service Personnel

Housekeepers and Caregivers may enter whenever the resident is here to admit them. Residents may apply to the Board to allow an entry key to be given to a caregiver.

When the resident is absent, housekeepers will not be granted entrance if the office is not open.

Housekeepers must be registered by the resident with the office. Otherwise, admittance to the condominium will not be granted.

Common Property

Abandoned Vehicles

A motor vehicle is presumed to be abandoned if it is not moved within 30 days, or not properly licensed and tagged by the State of Florida or other applicable jurisdiction, or if it is otherwise in derelict condition.

Vehicle Registration

Owners/ residents and all renters must register their vehicle (s) with the office.

Damage

Unit owners are responsible for damage to common property caused by family members, lessees, guests or the owner's suppliers.

Smoking

Laws in all common areas, including, but not limited to, elevators, lobbies, hallways, balconies, pool decks and utility rooms, prohibit smoking.

Elevators

When an elevator is used to carry anything that could cause damage, pads will first be placed in the elevator by the staff. Only one elevator in each tower will be used for this purpose, including moving. The elevator alarm button or emergency call button should be used only in case of emergency.

Stairways, Hallways and Lobbies

Do not use the elevators if the fire alarm sounds. Evacuate the building by means of the stairs. If you are unable to use the stairs, you should go to the stairwells. Fire Department regulations prohibit placing or storing anything in the stairways.

Management reserves the right to remove items in the stairway, hallway and lobby to lost and found for a period not to exceed seven (7) days, at which time management has the right to dispose of such items.

Nothing that can restrict passage by emergency personnel may be put in hallways.

By law, doors to the stairs must be kept closed at all times. Access to the roof is permitted only to authorized maintenance personnel. The roof is "OFF LIMITS" to all residents.

Proper attire (cover-ups, footwear) is required whenever anyone, including children, is in any of the common areas of either tower or in the Clubhouse.

Carts

Each tower is provided with grocery carts and hand-baggage carts. The carts are located in the ground floor utility room and should be returned promptly after use. Do not leave carts in hallways or elevators.

Laundry

Washers and dryers are available on each floor and are to be used on a first-come basis. Use equipment on Adopted by the BOD 11 10 2021

your floor only. Remove laundry that has completed the washing/drying cycle immediately. Each user is responsible for leaving appliances in clean condition. This includes cleaning filters of lint.

No tints or dyes may be used in the machines.

Report equipment problems to the Manager immediately. Laundry room doors must be kept closed at all times (Fire Department rule).

Fire and Health Hazards

No one shall permit any activity or store any items in an apartment, common area or storage area which could result in a fire or health hazard.

Storage Facilities

Each apartment is assigned a space in the storage room located on the ground floor of each tower. All items stored should be marked with the unit number or owner's name.

All items stored must fit within the limited space assigned and may not extend in any manner beyond the edges of the space. Nothing is to be stored in the aisles or fastened to the end of a rack.

Each storage area must be kept neat and orderly. Stored items must be put in boxes, in luggage or bound together

No hazardous items such as boards with nails, glass, etc., may be stored in the area.

The room is not air-conditioned, and the association assumes no responsibility for damage to or loss of personal property stored therein.

We recommend that seldom-used items be sold or donated to charity. For assistance, see the Manager.

Seasonal lessees may not use the storage areas.

Medical Emergency

Call the Rescue Squad at 911; then immediately notify the Office so that our doors can be opened for the Rescue Squad and we can direct them to the correct apartment. Individuals requiring assistance due to falls or other causes must call 911.

Power Failure

If the power to the building should fail, an emergency electric generator will start automatically within 90 seconds. These generators provide enough electric power to operate the elevators and to light the hallways.

Swimming Pool, Patio and Beach

The pool area is a high activity area. The rules are necessary for everyone to enjoy the activities and to promote the safety for all. Please refer to the posted rules in the elevator and pool area. Pool hours during turtle season are dawn to dusk from April 1, to November 30 daily. December 1 to March 31 dawn to 10:00 p.m.

The pool is for the use of residents and house guests. Proper attire is required.

Incontinent persons may not use the pool. Children under the age of three must wear leak proof swim diapers.

Use of the pool is at the sole risk of the user. The pool is unguarded, swim at your own risk.

Return the rope when finished with swimming laps.

Children 12 and under must be accompanied and supervised by an adult at all times.

State law requires all persons to shower each time before entering the pool.

- No floats, rafts or other paraphernalia in the pool. Swimming aids and water exercise equipment are allowed.
- Chairs, chaises and tables may not be moved from the pool deck.
- Use a towel to cover chairs and chaises.
- Glass containers of any type are prohibited. Drinks in plastic and aluminum containers are permitted but not to be consumed within 5 feet of the pool.
- Use head phones while listening to music so as not to disturb others
- Close umbrellas after use.
- Footwear and cover-ups are required inside all buildings.
- No jumping or diving in the pool and no standing on the pool rope.
- Food in the pool area is not permitted.
- No running in the pool area or playing loud games.

- Rinse off sand when entering the pool area from the beach.

Saunas

Our saunas are open from 7 a.m. to 10 p. m. for the exclusive use of residents. Consult your physician before using any sauna.

Tennis Facilities

Rules for using tennis courts are posted at the tennis registration desk located in the clubhouse.

Our facilities are for the exclusive use of owners, lessees, houseguests, and other guests accompanied by an owner or resident. No visitor may use the tennis courts unless in actual residence or accompanied by a resident.

The tennis courts will be locked and a key available at the tennis signup sheet located in the lobby.

Courts are available for play between 8:00 a.m. and dusk seven days a week. Play is limited to 90-minute periods. No player may sign up for more than one court or more than 90 minutes play per day. If no one else has reserved the court, play may continue beyond 90 minutes.

Players are asked to cancel their reservations if they do not intend to play at the reserved time. Players are allowed 10 minutes after reservation time to occupy the court. After that, the court is available to waiting players (first come, first serve). The original reservation is void.

Players completing play are requested to sweep the court and clean the lines for upcoming players.

The office issues the weekly tennis signup sheet Fridays at 9:00 a.m. Players unable to be present for these assignments may file an official form (not earlier than the preceding Monday at 9:00 a.m.) that enters their name and reservation request. This form carries the same weight as personal appearance at the 9:00 a.m.

Friday sign up. If there are more than two requests for play at the same time on the same day, the matter will be resolved by a lottery held shortly after 9:00 a.m. Friday. A lottery winner may not be in any other lotteries that same week. A player may make three reservations only prior to 9:00 a.m. Saturday; after that hour a player may sign up for additional days.

Proper tennis attire is required e.g., tennis shorts or tennis skirt, shirt and suitable tennis shoes.

Clubhouse

The second-floor Club Room may be reserved for private functions by arrangement with the Islander Club office. A completed reservation form and a \$500 (non-refundable) fee are required as well as a \$500 security deposit.

The Club Room may not be reserved for series of events, nor may it be used for fund-raising purposes.

Party Room guests must park in the areas designated in advance by the manager. If you expect more than 20 cars, it will be necessary to hire a valet service.

CARS ARE NEVER ALLOWED TO PARK ON THE GRASS!

Caterers must park in the general parking lots after unloading.

If the Club Room is to be used after normal office hours, arrangements for securing the Clubhouse doors must be made with the manager. This closure service as well as assistance required to set up the room or rearrange it after the party will be charged at the rate of \$25 per hour.

The kitchen is to be used for food preparation and warming only, i.e., no cooking.

The Club Room, like all common areas of the Club is smoke-free.

Fitness Room

The Fitness equipment is supplied for your enjoyment and wellbeing. Please use at your own risk. The Association assumes no liability for injuries or accidents that may occur.

Proper footwear and dress required at all times. Do not remove weights from the fitness room.

In order to use the fitness room all guests must be at least 18 years of age or at least 12 years of age and accompanied by a parent or legal guardian.

Balconies

Take care not to drop, throw, sweep, etc. any object from unit balconies.

Keep balconies clean and attractive.

Potted plants and appropriate patio furniture are permitted but the owner is solely responsible if they cause damage by falling. No object(s) may be hung over the railing or patio furniture for any reason. This includes,

but not limited to, towels, bathing suits, etc. Balconies may not be used for storage temporary or otherwise. When a Resident Family plans not to be in residents, all furniture and loose items must be removed from the balcony. If items are not removed, the staff will move the furniture and loose item and charge, a fee of \$100 to the owner.

No alteration, decoration, repair, replacement or change may be made to the exterior of the buildings, including balconies, without Board consent.

Temporary decorations, such as holiday lights at Christmas, are permitted.

Only electric grills may be used on balconies. Charcoal-fired or propane-gas grills are forbidden.

PARKING

Resident Parking

Fire laws prohibit parking at any time in front of the Club- house or in front of the towers. Residents must use the carport space reserved for their unit. Owners not in residence may allow others to use their spaces only by written notice to the office. Residents' second cars are to be parked in the general parking areas near Gulf of Mexico Drive. Motor homes, trailers, campers, boats or similar vehicles may not be parked on the property at all.

Residents may not park or store motorized two-wheeled vehicles on Islander Club property, except for mopeds with 2 or 3 wheels and no more than 50 CCs. Visitors' vehicles are permitted for the duration of a visit but must be parked in the general parking areas

Use of the Resident loading area fronting each tower is limited to 10 minutes.

Residents must not use the guest parking areas even for short periods of time.

Guest Parking

Residents are responsible for instructing guests about parking rules.

Overnight guests must park in the general parking areas. No vehicle may park overnight in the guest areas.

Guests not staying overnight must park in the guest areas. If these spaces are filled, guests must park in a general parking area. Make parking arrangements with the office in advance of large parties and affairs.

Service Vehicle Parking

Residents should advise service-vehicle drivers to check in with the office on arrival to determine the need for elevator pads and to learn of our parking restrictions.

Service vehicles may never park in guest parking area. No service vehicle may park in a carport space unless approved by the Resident Family.

Contractors and Service Work

The unit owner is responsible for notifying the office whenever any work is to be performed.

All work must be performed between the hours of 8:00 a.m. and 5:00 p.m. on week days and 8:00 a.m. to 12:00 p.m. on Saturdays. These hours do not apply to emergencies such as plumbing or air conditioner problems.

All work associated with a proposed improvement shall be carried out in a professional manner that minimizes disturbance to other residents.

All contractors shall pay at the time of application for remodeling and cleaning a damage deposit of \$1000.00 to be used for repairs of any damage to common elements. The check is to be made payable to the Islander Club. Said deposit will only be released with approval of the Manager or Maintenance Committee.

All contractor vehicles (except landscaping and package delivery) shall park in graveled visitors parking in either the north or south side areas. Under no circumstances may any vehicles park on driveway pavers. Vehicles needing to unload tools or material may briefly park in the gravel areas in front of each tower for a maximum of 15 minutes unless actively loading or unloading.

Every contractor will supply protective covering for hall carpeting and granite and will contact the office to install pads before using elevators for tools or materials. At the end of the work day or project, any contractor or service workers who required elevator pads will remove them and store in area designated by the Manager. If another contractor is still working in the building and the pads have been removed, it will be that contractor's responsibility to replace pads. Unit owners are ultimately liable; however, for all damage to the common area done by contractors, service people, or delivery drivers.

Improvements

The Declaration of Condominium requires every unit owner who intends to make or causes to made any structural addition or alteration to his unit or to the Common Elements (a Proposed Improvement) to first obtain written consent of the Association by filing an application. Florida statue section 718 113 (3) provides as follows:

“A unit owner shall not do anything within his or her unit or on the common elements which would adversely affect the safety or soundness of the common elements or any portion of the association property or condominium property which is to be maintained by the association.” See the Manger for details.

A unit owner seeking consent for a proposed improvement shall file a written application with the Association. Painting, redecorating, new carpeting and new appliances do not fall in this category. Such application shall be on forms approved from time to time by the Association.

Upon receipt of an application for consent to Proposed Improvements, the Manager shall review same and either consent or deny within a reasonable time, not to exceed fifteen (15) days after receipt of a fully completed application and any additional information requested. The Manager shall furnish a photocopy of the appropriately signed application evidencing his consent. If the Manager does not consent to the Proposed Improvement, he shall advise the Unit Owner in writing, specifying the reasons why he did not consent.

The Association shall consent to a Proposed Improvement of a Unit if the Manager finds, in the reasonable exercise of his business judgment, that the Proposed Improvement (1) is confined to the interior of the Unit, (2) does not affect the structural integrity or soundness of the building, (3) does not impair or adversely affect any Common Element Easement or utility line or installation serving the Common Elements or any other Units and the use and enjoyment of other Units and the Common Elements by the members of the Association. The Manager may deny consent to Proposed Improvement if he has reasonable substantial grounds to believe that the representations and warranties required of the Unit Owner are not correct. Owners are not allowed to place pictures, drawing or decorations of any type in Common area. All doors and hardware must conform to building standards.

Exceptions:

Any corridor, which is uniform in door design and hardware, may remain “as is” providing the hardware color conforms to the building standard.

Any corridor, which has received Association approval for changes, may remain “as is” except for wall, trim and ceiling color.

Hurricane Shutters

There are mandatory requirements for owners intending to install hurricane shutters. Check with the Manager for specifics. Approval is required prior to letting the contract for installation, No exceptions!

Satellite Antenna

Any resident desiring to install a satellite antenna shall submit an installation plan to the Board of Directors for approval. The Board will review the plan and respond promptly. See the Manager for specific requirements. No installation can proceed without board approval. Whenever the Resident Family is absent the antenna must be removed.

Sale or Rental of Apartments

Section 19 of the Declaration of Condominium contains important provisions for the sale, leasing, mortgaging or transfer of units.

Section 19 covers restrictions on the number and duration of leases and provides for notice to the Association prior to the sale, lease or mortgaging of an apartment and for obtaining the approval of the Association.

Section 19.5 states that a unit owner may not lease a unit more than once within a 12-month period, and not for a period of less than one month. That period is defined as October 1 of the current year through September 30 of the following year. Leases of one year or more are excluded from this determination. Further, under "Resident-to-Resident leases" the host family must be in residence. The host may lease from another Resident Family on behalf of parents, siblings and children (see 19.1j).

An "Application for Approval" of a lease or sale, available in the office, must becompleted and delivered to the Association together with a \$150 processing fee. In addition, a \$200 refundable deposit is required to protect the building against loss or damage to the common area during a move.

No lessee or purchaser may take possession of a unit or be given an electronic fob until approval of the sale or lease application of the Board of Directors has been confirmed.

By Florida law, owners may either sell or rent their apartments by themselves or engage a real estate agent.

No employee of the Condominium Association may act as an agent to rent or sell a unit.

Sales Procedures

All owners selling a unit shall advise the office of the real estate firm hired for that purpose. If they want a FOB for the agent a refundable fee of \$100 is required. An owner shall not allow anyone other than family or a Guest Resident to use an electronic security fob.

No signs or advertising devices of any kind for the sale of real estate or personal property that are visible from the exterior of any dwelling or common element are permitted except during real estate Open

House.

Open Houses may be held one (1) Sunday a month from 1:00 – 4:00 p.m., with a least (two) agents in attendance. One (1) to open tower lobby door and one (1) to be in unit. Signs may be placed at the entrance of Gulf of Mexico Drive and in front of the involved tower and must be removed by 4:30 p.m.

If the owner is not in residence and the agent does not have an assigned FOB and keys, an agent may show the apartment by registering at the office and requesting entry from the staff.

If the office is closed and owner is not in residence, the agent must obtain the unit's key with a FOB attached, from the real estate office that listed the unit for sale. NOTE: The FOB (obtained from the office), will be activated from 9:00 a.m. to 7:00 p.m. NOTE: Other times may be available by contacting the Islander Club office during office hours. Estate sales and garage sales are not allowed.

Leasing Obligation

Owners who lease their apartments – whether for a short term or long term – are obliged to furnish the lessee with a copy of the Condominium Documents, including the Declaration of Condominium, Bylaws and Rules and Regulations. Lessees are prohibited from subleasing their units or inviting anyone to occupy their apartments while they are not in residence.

Building Security

The security system is for the protection of all residents. Outsiders are admitted to the buildings only by authorization of the residents they visit. You must insist that outsiders use the entry phone system to be admitted.

Our electronic entry fobs are crucial to our security. Residents are not permitted to give fobs to maids, realtors or service people.

Two electronic fobs are issued to each unit owner. A third can be issued upon payment of a \$50 fee. Each additional fob beyond three requires a \$100 fee.

Tower entrance doors should be kept closed at all times. Open doors interfere with the central air-conditioning system.

Our Declaration of Condominium provides for access to all units for maintenance, repair or replacement of any common elements therein or for making emergency repairs to prevent damage to other areas.

Accordingly, all owners must provide the Manager with a key to their unit. If it is necessary to force entry into an apartment, the repair of the resulting damage will be at the expense of the unit owner.