

Bayside Key Homeowners Association Inc.

Dear Resident;

Subject: Community Information Letter / Rules and Regulations Distribution

This letter is part of an ongoing effort by the board of directors of the Bayside Key Homeowners Association to communicate with the owner/members and protect both the property values and quality of life in our community. The board would like to be sure all residents are fully informed of both the benefits and responsibilities that come with living in Bayside Key.

The governing documents direct the Association to provide blanket property insurance on all structures. This is included in your monthly assessment. It is important to note however that it is the owners' responsibility to consider interior coverage and/or flood insurance.

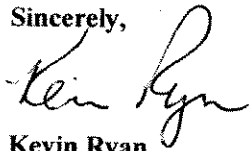
Water and trash disposal are also provided within the assessments, along with subterranean termite protection, building repainting and re-roofing on a scheduled basis, and both street and landscape maintenance. It is important to note, however, that Bayside Key is a homeowners association and not a condominium so the townhome structures are entirely owned by the unit owner and exterior maintenance is provided on a strictly limited basis.

The board of directors has taken on responsibility, and budgeted for, the following areas of repair and maintenance; roof repairs, exterior stucco and caulk repairs, porch light replacement and damage from subterranean termites. Doors, windows, screens and door jams are specifically identified in the governing documents as owner responsibilities, as are air conditioning and all interior plumbing repairs, along with pest control other than subterranean termites.

New owners or tenants need to contact property management to arrange getting their names entered into the gate directory. Replacement gate transmitters are available for sale from the property manager.

The attached document is a synopsis of the rules and regulations that protect both the property values and the quality of life for all Bayside Key residents. If you would like to secure a copy of the entire document package or have any questions on community matters, please contact the property manager at the address below.

Sincerely,



Kevin Ryan
Licensed Community Association Manager
For The Board of Directors
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Clearwater, FL 33763-2149
e-mail: kryan@sentrymgt.com
727-799-8982 ext.329 Fax 727-799-8984

BAYSIDE KEY HOMEOWNERS ASSOCIATION RULES AND REGULATIONS

SIGNS

No advertising or third party signs are permitted. One "for sale" or "for rent" sign is permitted.

PETS

Animals must be leashed, their waste cleaned up immediately and restrained from excessive barking or creating a nuisance. Two pets (dogs, cats, birds) are allowed per unit and pets are not allowed in the pool area or the ponds.

APPURTENANCES / EXTERIOR ALTERATIONS

Any and all exterior modifications to the buildings must have the approval of the Architectural Control Committee. One satellite dish per lot is allowed. The dish shall not be attached to the building and should be placed in a landscape bed. Storm doors of white aluminum are permitted and rear porches can be screened or glassed in with white aluminum structural components. One potted plant can be placed on a front porch. No other yard decorations are allowed.

Unapproved exterior alterations may be removed or modified by the Association upon thirty days notice.

VEHICLES

Permitted vehicle parking is allowed in designated parking spots only. Parking spots with no numbers are available on a first come first served basis. With the exception of police vehicles or pick up trucks of less than one ton capacity, commercial or cargo truck parking is not permitted. Trailers of any kind, mobile homes, recreational vehicles, campers and boats are also not permitted to be parked in the community. Permitted vehicles are allowed to have commercial markings as long as they are being used for transportation to and from work. The parking of untagged vehicles is prohibited. On site vehicle repairs are limited to a two hour maximum.

Any vehicle parked in violation of these rules for 24 consecutive hours or 48 non-consecutive hours in a 7 day period will be towed. No owner notification is required.

WATERWAYS

No fishing, swimming or watercraft of any kind is allowed on the ponds.

BAYSIDE KEY HOMEOWNERS ASSOCIATION RULES AND REGULATIONS

TRASH DISPOSAL

All trash must be placed in the dumpster/compactor. Please place garbage all the way into the dumpster past the ledge. If an item is small enough to fit in the dumpster door, please put it into the compactor. In the case of an equipment problem, please call the property manager immediately. Trash storage outside is prohibited.

TRAFFIC REGULATION

Both motorized and non-motorized vehicles of any kind (scooter, motorcycle, etc.) are prohibited from all sidewalks and common areas other than streets in the community. The street speed limit is 15 miles per hour.

POOL / RECREATION RULES

The pool and recreation areas are reserved for the use of townhouse owners and their tenants or guests. Guests must be accompanied by an owner. The pool and recreation area hours are dawn to dusk, parties must be approved by the Association. The pool gate must be kept closed at all times, no glass containers are allowed in recreation areas and children under the age of 12 must be accompanied by an adult of at least 18 years old.

FLAGS

One American flag is allowed per lot. Seasonal flags or decorations are permitted with a 15 day time limit (exception, Christmas holiday season – 30 days).

STORAGE

Outside storage of any kind is not permitted.

WINDOW TREATMENTS

No window treatments which obstruct the clear window area of any exterior window shall be of any color other than white or beige.

GENERAL ENFORCEMENT PROCEDURES

1. Initial violation letter with call for action or written response within 14 days
2. Response requesting appeal or consideration guarantees no further action until board or appropriate committee meets.
3. The Association has the option of imposing fines for continuing violations.
4. Parking offenders will be towed. Notification is not required.

**BAYSIDE KEY HOMEOWNERS ASSOCIATION
VIOLATION POLICY**

Pursuant to the authority within the Association's governing documents and Florida Statute Section 720, the Board of Directors hereby adopts the following Violation Policy which shall be in effect for Bayside Key.

1. A "violation" refers to any action or condition within the community and on the common elements that violates any covenant, rule, or policy contained within the Association's Declaration, Bylaws, Rules & Regulations, or Board Policies (collectively, the "governing documents").
2. Violation Procedure:
 - (a) A violation may be identified by Association Board Members, residents, or the Property Management firm – and must be reported to the Association's Property Manager, Magda Hatka, via email: mhatka@ameritechmail.com.
 - (b) Upon identifying a violation, the Property Management firm will provide notice of the violation to the owner and/or occupant (1st Notice) and afford the owner or occupant fourteen (14) days to cure the violation. The 1st Notice is a courtesy notice and will document the violation, identifying the specific rule that has been violated, and will indicate how the violation may be corrected.
 - (c) If the violation is not cured within the timeframe specified by the Association, the matter will be referred to the Association attorney, who shall issue a Final Notice letter indicating that if the violation is not cured, the matter will either be subject to abatement by the Association, as applicable and provided for below, or the file will be turned over to the Association's attorney to initiate litigation. The attorneys' fees and costs for such letter shall be added to the owner's account as a Special Assessment pursuant to Article X, Section 2, of the Declaration, and shall be subject to collection action as provided for in Article VII of the Declaration and Section 720.3085 of the Florida Statutes.
 - (d) If the violation remains uncured after the Final Notice, and can be cured by abatement, the Board shall invoke the authority contained in Article X, Section 1(c), of the Declaration, and enter upon the lot to correct the violation and assess the cost of doing so to the owner. The cost of abatement shall be added to the owner's account as a Special Assessment subject to collection action pursuant to Article X, Section 2, and Article VII of the Declaration, and Section 720.3085 of the Florida Statutes.
 - (e) If the violation is not curable by abatement, and remains uncured after the 1st Notice, or if the owner denies access to the Association for an abatement matter, the file will be turned over to the Association's attorney to initiate litigation, at which point the owner will be responsible for the Association's legal fees.
 - (f) Depending on the nature and severity of the violation, or in the event of a repeat violation within twelve (12) months, the Board reserves the right to escalate a violation directly to the attorney for enforcement at any point.
3. This violation policy supersedes any previous violation policy both past and present, and any deviation from this policy shall not constitute a waiver of any rights or remedies of the Association in having violations resolved.

Approved by Board on this 4 day of March, 2025.

Signed: _____

Title: _____

Print Name: _____

**BAYSIDE KEY HOMEOWNERS ASSOCIATION
COLLECTION POLICY**

1. Assessment payments are due monthly on the 1st day of each month. Special Assessments shall bear a due date as determined by the Board of Directors. Any assessment not paid within thirty (30) days after its due date shall bear interest at the rate of ten percent (10%) per annum from the due date at the highest rate permitted by Florida law. If payment is not received within thirty (30) days of its due date, the Property Manager will mail a Statutory Notice of Late Assessment to the homeowner in accordance with Florida Statutes.
2. If payment is not received within 30 days of the Notice of Late Assessment, the Association's attorney will mail an Intent to Lien Notice to the homeowner in accordance with Florida Statutes, which shall include the delinquent assessment(s), interest, attorney's fees, and collection costs.
3. If the entire outstanding balance indicated in the Intent to Lien Notice is not paid within 45 days of issuance, the Association's attorney shall cause a lien to be recorded on the property, and shall mail a Notice of Intent to Foreclose letter to the homeowner.
4. The Board of Directors shall be deemed, by virtue of this Policy, to have approved all action up to and including the filing of the lien without such action requiring contemporaneous approval at a Board Meeting.
5. If the lien is not fully satisfied within 45 days of being recorded, the account may be sent to the association's attorney to commence foreclosure action if approved by a majority of the Board of Directors.
6. This policy shall also apply to Special Assessments based on the due dates specified by the Board of Directors.
7. This collection policy supersedes any previous collection policy both past and present.

The above collection policy and timeframes are intended to be a guideline and all actions are subject to administrative and processing delays. However, any deviation from this policy shall not constitute a waiver of any rights or remedies of the association in collecting amounts due.

Approved by Board on this 4 day of March, 2025.

Signed: [Signature]

Title: President

Print Name: Dan Davis