

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 Information

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/folder/prospect-info/>

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/open-house-2/>. 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, a passcode will be posted at the front entry gate on the Kiosk in the Guest Lane (right side).

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 M. Dargatzis Title BOARD PRESIDENT
Date 5-6-2011

Attachments: ☐ Yes
☐ No

April 2011

Lighthouse Bay



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

Maintenance Fees Coverage

Common Area Amenities

Pools & Spa

- ❖ Lagoon Pool
- ❖ Lap Pool
- ❖ 3 Satellite Pools
- ❖ Spa & Sauna

Tennis Courts

- ❖ Six Clay Tennis Courts
- ❖ Competitive Teams
- ❖ Tennis Center
- ❖ On-Site Tennis Pro (October-April)

Bocce Courts

- ❖ Competitive Teams
- ❖ Two Professional Courts

Basketball Court

North and South Boathouses

- ❖ Piano

Fitness Center/Flex Space

- ❖ Two Ping Pong Tables
- ❖ Various Cardio Equipment
- ❖ Weights

Arts & Learning Center

- ❖ Two Computer Stations
- ❖ Printing Services
- ❖ Library
- ❖ Card Room
- ❖ Art Room / Art Classes
- ❖ Kitchenette

Clubhouse

- ❖ Available for rent to Owners for special events
- ❖ Management Office:
 - ✓ General Manager
 - ✓ Property Manager
 - ✓ Administrative Assistant
 - ✓ Office Services: Copies, Faxes, Notary Public

Access Control

- ❖ 24/7 Fully Autonomous Access Control
- ❖ Two Gated Entrances

Landscaping

- ❖ Landscaping / Irrigation throughout the community

Maintenance

- ❖ On-Site Maintenance Staff
- ❖ All exterior building structural repairs
- ❖ Community pool service & housekeeping of all amenities

Boat Rentals

- ❖ Rowboats
- ❖ Canoes
- ❖ Paddle Boats
- ❖ Motorboats

Commons Club Membership

- ❖ Bronze Commons Club Membership
- ❖ Access to The Brooks Common Center
- ❖ Access to Club Restaurant

Garden Plots

- ❖ Available by reservation

Activities Director

- ❖ On-Site Activities Director
- ❖ Year-Round Activities & Events
 - ✓ Water Aerobics
 - ✓ Fitness Classes
 - ✓ Bingo / Trivia Nights
 - ✓ Social Gatherings
 - ✓ Dances
 - ✓ Bus Trips
 - ✓ Movie Showings

Other Amenities

- ❖ 2-Mile Walking Path
- ❖ Botanical Garden
- ❖ TV and Internet Service (Bluestream Fiber)
- ❖ Water & Sewer (Non-Villas)
- ❖ Pest Control with Purcor Pest (Quarterly – External; upon request – Internal)
- ❖ All electrical costs for external lighting and 52 lake fountains

LIGHTHOUSE BAY TWO ASSOCIATION, INC.

FREQUENTLY ASKED QUESTIONS AND ANSWERS SHEET

January – December 2025

- 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 **\$2,430.00** 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.



K&W PROPERTY MANAGEMENT & CONSULTING

Association Name:

Lighthouse Bay Two Association

Budget Worksheet for period Beginning January 1, 2025 to December 31, 2025

	2024 Approved Budget Quarterly	2024 Approved Budget Annual	2025 Approved Budget Quarterly	2025 Approved Budget Annual
INCOME				
41100 Assessment	115,091	460,362	116,908	467,630
41110 Reserves Assessment	24,750	99,000	24,950	99,800
41105 HCLHB Master Association	184,412	737,649	192,475	769,899
41290 Harbour Club Renovation Assessment	15,588	62,352	15,588	62,352
TOTAL MAINTENANCE:	339,841	1,359,363	349,920	1,399,681
OTHER INCOME				
42001 Application Income	875	3,500	500	2,000
42322 Interest Income	-	-	267	1,066
42440 Late Fee Income	270	1,080	265	1,060
TOTAL OTHER INCOME:	1,145	4,580	1,032	4,126
TOTAL REVENUES	340,986	1,363,943	350,952	1,403,807
ADMINISTRATIVE EXPENSES				
51010 Audit / Tax Fees	69	275	81	325
51077 Corp Annual Fees	15	61	15	61
51110 Fees Paid to Division	144	576	144	576
51129 Income Taxes	225	900	1,125	4,500
51132 Insurance Appraisal	115	460	115	460
51150 Legal Fees	1,250	5,000	1,000	4,000
51152 Legal Fees - Collections	750	3,000	750	3,000
51161 Harbour Club Maintenance Fees	184,412	737,649	192,475	769,899
51163 Harbour Club Renovation Assessment	15,588	62,352	15,588	62,352
51170 Office Supplies	180	720	50	200
51200 Postage & Delivery	63	250	88	350
51209 Professional Fees	125	500	25	100
51230 Screening Fees	625	2,500	-	-
70239 Management Services	2,279	9,116	2,394	9,574
70239.1 Overhead Fee KWPM	481	1,924	504	2,017
TOTAL ADMINISTRATIVE	206,321	825,283	214,353	857,414
UTILITIES				
60040 Trash Removal	2,018	8,072	2,225	8,900
60050 Water & Sewer	21,500	86,000	20,500	82,000
TOTAL UTILITIES	23,518	94,072	22,725	90,900
GROUNDS				
80191 Irrigation Repairs & Maintenance	1,125	4,500	2,125	8,500
80210 Landscaping	13,244	52,975	21,453	85,812
80311 Pine Straw/Mulch	4,558	18,232	-	-
80384 Sod, Shrub & Tree Replacement	5,000	20,000	5,000	20,000
80395 Tree Trimming	3,523	14,092	-	-
TOTAL CONTRACTS	27,450	109,799	28,578	114,312

Association Name:

Lighthouse Bay Two Association

Budget Worksheet for period Beginning January 1, 2025 to December 31, 2025

		2024 Approved Budget Quarterly	2024 Approved Budget Annual	2025 Approved Budget Quarterly	2025 Approved Budget Annual
	INSURANCE				
72005	Property	42,586	170,342	39,668	158,672
72010	Umbrella	605	2,419	572	2,289
72015	Worker's Compensation	141	565	127	509
72020	Crime	303	1,210	295	1,179
72025	Directors & Officers	602	2,406	843	3,372
72030	General Liability	2,026	8,102	2,154	8,616
	TOTAL INSURANCE	46,261	185,044	43,659	174,636
	REPAIRS & MAINTENANCE				
70070	Dryer Vent Maintenance	864	3,456	-	-
70360	Roof Maintenance	1,724	6,895	1,724	6,895
80044	Roof Cleaning	-	-	5,889	23,556
80098	Extinguisher Inspection & Maint.	1,400	5,600	1,625	6,500
80243	Building Maintenance	3,750	15,000	3,250	13,000
80300	Pest Control	980	3,920	980	3,920
80300.1	Rodent Bait Station	1,281	5,124	1,281	5,124
80340	Driveway/Walkway Cleaning	2,688	10,750	1,938	7,750
	TOTAL REPAIRS & MAINT	12,686	50,745	16,686	66,745
	RESERVES				
94050	Reserve Contribution	24,750	99,000	24,950	99,800
	TOTAL RESERVES	24,750	99,000	24,950	99,800
	TOTAL EXPENSES	340,986	1,363,943	350,952	1,403,807
	NET OPERATING INCOME (LOSS)	-	-	-	-

Summary of Assessments

	2024	2025
Assessment	460,362	467,630
Reserves Assessment	99,000	99,800
HCLHB Master Association	737,649	769,899
Harbour Club Renovation Assessment	62,352	62,352
Total	1,359,363	1,399,681

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.

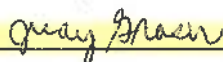
APPROVED BY:



DATE:

10/24/24

APPROVED BY:



DATE:

10/24/2024



NW PROPERTY MANAGEMENT & CONSULTING

Association Name:

Lighthouse Bay Two Association

Reserve Budget Worksheet for period Beginning January 1, 2025 to December 31, 2025

Description	Estimated Replacement Cost	Estimated Total Useful Life	Estimated Remaining Useful Life	Projected Fund Balance as of 12/31/24	2025 Quarterly Contribution	2025 Annual Contribution	2025 Partial Reserve Contribution (if applicable)
Building Painting	242,077	7	5				
Mailboxes	31,842	20	16				
Lake Drains	22,175	40	37				
Roof Replacement	3,160,000						
Phase 1 Roof Replacement-Coach Buildings (8)		50	47				
Phase 2 Roof Replacement-Garden Buildings (7)		50	47				
Phase 3 Roof Replacement- Carriage Buildings (4)		50	47				
Screen Cage Replacement							
Phase 1 Screen Cage Replacement (Upper Units Only)	116,083	25	1				
Phase 2 Screen Cage Replacement (Lower Units Only)	104,970	25	9				
Carriage Home Gutter Installation	15,000						
Pooled Reserves				905,370	24,950	99,800	
TOTAL RESERVES	3,692,147			905,370		99,800	-

David J. Allen

Quay Brown



KVM PROPERTY MANAGEMENT & CONSULTING

Association Name:

Lighthouse Bay Two Association

Maintenance and Reserve Income Per Unit for period Beginning January 1, 2025 to December 31, 2025

Yearly Maintenance

1,299,881

Yearly Reserves:

99,800

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
One Type	144	0.69444%	100.000%	2,256.74	173.26	2,430.00
	144		100.0000%			

Unit Type	Number of Units per type	2024 Quarterly Fees	2025 Quarterly Fees	\$ Change per Quarter	% Change
One Type	144	2,360.00	2,430.00	70.00	2.97%

[Signature]

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