

## Property Application for Lighthouse Bay Three-D

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.

**11663**

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](mailto: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](mailto: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 <b>“Open House”</b> shall appear on both sides of the sign. The color of the words <b>“Open House”</b> 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 THREE D 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 **\$2,450.00** 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. 1<sup>st</sup>, April 1<sup>st</sup>, July 1<sup>st</sup> and Oct. 1<sup>st</sup>.
- 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 Three D, must also be members of *The Harbour Club at Lighthouse Bay, Inc.* Each Unit owner in Lighthouse Bay Three D, 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 Three D 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 Three-D 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
	<b>INCOME</b>				
41100	Assessment	18,411	73,643	20,998	83,992
41110	Reserves Assessment	3,125	12,500	3,125	12,500
41105	HCLHB Master Association	30,735	122,941	32,079	128,316
41290	Harbour Club Renovation Assessment	2,598	10,392	2,598	10,392
	<b>TOTAL MAINTENANCE</b>	<b>54,869</b>	<b>219,476</b>	<b>58,800</b>	<b>235,200</b>
	<b>OTHER INCOME</b>				
42601	Prior Year Surplus	2,500	10,000	837	3,346
	<b>TOTAL OTHER INCOME</b>	<b>2,500</b>	<b>10,000</b>	<b>837</b>	<b>3,346</b>
	<b>TOTAL REVENUES</b>	<b>57,369</b>	<b>229,476</b>	<b>59,637</b>	<b>238,546</b>
	<b>ADMINISTRATIVE EXPENSES</b>				
51010	Audit / Tax Fees	69	275	81	325
51077	Corp. Annual Fees	15	61	15	61
51080	Contingency	125	500	125	500
51110	Fees Paid to Division	24	96	24	96
51129	Income Taxes	50	200	50	200
51132	Insurance Appraisal	90	360	90	360
51150	Legal Fees	500	2,000	500	2,000
51161	Harbour Club Maintenance Fees	30,735	122,941	32,079	128,316
51163	Harbour Club Renovation Assessment	2,598	10,392	2,598	10,392
51170	Office Supplies	25	100	25	100
51200	Postage & Delivery	20	80	25	100
51209	Professional Fees	125	500	25	100
51230	Screening Fees	38	150	-	-
70239	Management Services	380	1,519	400	1,600
70239.1	Overhead Fee KWPM	81	322	84	338
	<b>TOTAL ADMINISTRATIVE</b>	<b>34,874</b>	<b>139,496</b>	<b>36,122</b>	<b>144,488</b>
	<b>UTILITIES</b>				
60050	Water & Sewer	3,938	15,750	3,900	15,600
	<b>TOTAL UTILITIES</b>	<b>3,938</b>	<b>15,750</b>	<b>3,900</b>	<b>15,600</b>
	<b>GROUNDS</b>				
80191	Irrigation Repairs & Maintenance	300	1,200	625	2,500
80210	Landscaping	2,197	8,788	2,577	10,308
80311	Pine Straw/Mulch	400	1,600	328	1,313
80384	Sod, Shrub & Tree Replacement	1,250	5,000	1,250	5,000
80395	Tree Trimming	303	1,213	303	1,213
	<b>TOTAL CONTRACTS</b>	<b>4,450</b>	<b>17,801</b>	<b>5,084</b>	<b>20,334</b>
	<b>INSURANCE</b>				
72005	Property	7,735	30,941	7,216	28,863
72010	Umbrella	396	1,585	375	1,500
72015	Worker's Compensation	141	565	127	509
72020	Crime	137	549	134	534
72025	Directors & Officers	323	1,291	490	1,960
72030	General Liability	407	1,627	428	1,712

*Ralph R. Steck*

*B. J. Bonner*



NW PROPERTY MANAGEMENT &amp; CONSULTING

Association Name:

Lighthouse Bay Three-D 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
TOTAL INSURANCE	9,140	36,558	8,769	35,077
<b>REPAIRS &amp; MAINTENANCE</b>				
70070 Dryer Vent Cleaning	-	-	144	576
70361 Roof Maintenance	549	2,195	549	2,195
80026.14 Pressure Wash	-	-	-	-
80044 Roof Cleaning	-	-	625	2,500
80098 Fire Extinguisher Maint.	50	200	75	300
80243 Building Maintenance	625	2,500	625	2,500
80300 Pest Control	193	772	193	772
80300.1 Rodent Bait Station	51	204	51	204
80340 Driveway/Walkway Cleaning	375	1,500	375	1,500
TOTAL REPAIRS & MAINT.	1,843	7,371	2,637	10,547
<b>PAYROLL/RELATED EXPENSES</b>				
TOTAL PAYROLL & RELATED EXPENSES	-	-	-	-
<b>RESERVES</b>				
94050 Reserve Contribution	3,125	12,500	3,125	12,500
TOTAL RESERVES	3,125	12,500	3,125	12,500
TOTAL EXPENSES	57,369	229,476	59,637	238,546
NET OPERATING INCOME (LOSS)	-	-	-	-

## Summary of Assessments

	2024	2025
Assessment	73,643	83,992
Reserves Assessment	12,500	12,500
HCLHB Master Association	122,941	128,316
Harbour Club Renovation Assessment	10,392	10,392
Total	219,476	235,200

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:

10/30/24

APPROVED BY:

DATE:

10/30/24

Association Name: Lighthouse Bay Three-D 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)
Roof Replacement	525,000	50	46				
Building Painting	37,000.00	7	6				
Gutters & Downspouts	15,000.00	25	17				
Inlets	15,000.00	20	12				
Insurance Deductable/Storm Loss	50,000.00						
Roof Cleaning	3,150.00	7	6				
Lanai Cage Replacement (2nd Floors)	21,000.00	15	0				
Lanai Cage Replacement (1st Floors)							
Pooled Reserves				181,511	3,125	12,500	
<b>TOTAL RESERVES</b>	<b>666,150</b>			<b>181,511</b>		<b>12,500</b>	<b>-</b>

*Robert A. Stock*

*By Bonner*



NW PROPERTY MANAGEMENT & CONSULTING

Association Name:

Lighthouse Bay Three-D Association

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

Yearly Maintenance

222,700

Yearly Reserves:

12,500

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 Unit Type	24	4.16667%	100.000%	2,319.79	130.21	2,450.00
	24		100.0000%			

Unit Type	Number of Units per type	2024 Quarterly Fees	2025 Quarterly Fees	\$ Change per Quarter	% Change
One Unit Type	24	2,286.21	2,450.00	163.79	7.16%

*Robert H. Locke*

*PJ Bonner*