

Property Application for Lighthouse Bay Five

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.

11691

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 FIVE 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 **\$2,380.00** 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 Five, must also be members of *The Harbour Club at Lighthouse Bay, Inc.* Each Unit owner in Lighthouse Bay Five, 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 Five 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 Five 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	117,402	469,608	111,233	444,930
41110 Reserves Assessment	23,775	95,100	25,296	101,182
41105 HCLHB Master Association	186,974	747,894	195,148	780,592
41290 Harbour Club Renovation Assessment	15,805	63,218	15,805	63,218
TOTAL MAINTENANCE	343,955	1,375,820	347,481	1,389,922
OTHER INCOME				
42001 Application Income	375	1,500	159	635
42200 Finance Charges	250	1,000	-	-
42322 Interest Income	100	400	250	1,000
42440 Late Fee Income	375	1,500	-	-
TOTAL OTHER INCOME	1,100	4,400	409	1,635
TOTAL REVENUES	345,055	1,380,220	347,889	1,391,557
ADMINISTRATIVE EXPENSES				
51010 Audit / Tax Fees	69	275	81	325
51050 Bank Charges	6	25	-	-
51077 Corp. Annual Fees	15	61	15	61
51110 Fees Paid to Division	146	584	146	584
51129 Income Taxes	-	-	125	500
51132 Insurance Appraisal	116	465	116	465
51150 Legal Fees	1,250	5,000	1,000	4,000
51152 Legal Fees - Collections	50	200	125	500
51161 Master (HC) Fees	186,974	747,894	195,148	780,592
51163 Harbour Club Renovation Assessment	15,805	63,218	15,805	63,218
51170 Office Expenses -Other	25	100	25	100
51200 Postage & Delivery	75	300	38	150
51209 Professional Fees	25	100	25	100
51230 Screening Fees	325	1,300	-	-
70239 Management Services	2,353	9,412	2,471	9,882
70239.1 Overhead Fee KWPM	483	1,931	507	2,028
TOTAL ADMINISTRATIVE	207,716	830,865	215,626	862,505
UTILITIES				
60040 Trash Removal	1,359	5,435	1,801	7,202
60050 Water & Sewer	21,000	84,000	23,750	95,000
TOTAL UTILITIES	22,359	89,435	25,551	102,202
GROUNDS				
80191 Irrigation Repairs & Maintenance	1,250	5,000	1,875	7,500
80210 Landscaping	14,820	59,278	17,448	69,792
80311 Pine Straw/Mulch	3,101	12,404	-	-
80384 Sod, Shrub & Tree Replacement	5,000	20,000	5,000	20,000
80395 Tree Trimming	1,861	7,444	-	-
TOTAL CONTRACTS	26,032	104,126	24,323	97,292



NEW PROPERTY MANAGEMENT & CONSULTING

Association Name:

Lighthouse Bay Five Association

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

		2024	2024	2025	2025
		Approved Budget	Approved Budget	Approved Budget	Approved Budget
		Quarterly	Annual	Quarterly	Annual
	INSURANCE				
72005	Property	46,172	184,689	42,758	171,033
72010	Umbrella	613	2,453	580	2,321
72015	Worker's Compensation	141	565	127	509
72020	Crime	320	1,280	312	1,247
72025	Directors & Officers	602	2,406	830	3,318
72030	General Liability	1,861	7,444	1,836	7,345
	TOTAL INSURANCE	49,709	198,837	46,443	185,773
	REPAIRS & MAINTENANCE				
70070	Dryer Vent Maintenance	876	3,504	-	-
80044	Roof Cleaning	-	-	3,990	15,960
80098	Fire Extinguisher/Alarm Maint & Rep	188	750	250	1,000
80103	Fire Alarm Maintenance	1,000	4,000	500	2,000
80243	Building Maintenance	1,500	6,000	750	3,000
80300	Pest Control	994	3,976	994	3,976
80300.1	Rodent Bait Station	693	2,772	693	2,772
80340	Driveway/Walkway Cleaning	8,615	34,460	1,875	7,500
80360	Roof Maintenance Contract	1,599	6,395	1,599	6,395
	TOTAL REPAIRS & MAINT.	15,464	61,857	10,651	42,603
	PAYROLL/RELATED EXPENSES				
	TOTAL PAYROLL & RELATED EXPENSES	-	-	-	-
	RESERVES				
94050	Reserve Contribution	23,775	95,100	25,296	101,182
	TOTAL RESERVES	23,775	95,100	25,296	101,182
	TOTAL EXPENSES	345,055	1,380,220	347,889	1,391,557
	NET OPERATING INCOME (LOSS)	-	-	-	-

Summary of Assessments

	2024	2025
Assessment	469,608	444,930
Reserves Assessment	95,100	101,182
HCLHB Master Association	747,894	780,592
Harbour Club Renovation Assessment	63,218	63,218
Total	1,375,820	1,389,922

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:

APPROVED BY:

DATE:



KW PROPERTY MANAGEMENT & CONSULTING

Association Name:

Lighthouse Bay Five Association

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

Yearly Maintenance

1,288,740

Yearly Reserves:

101,182

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	146	0.68493%	100.000%	2,206.75	173.26	2,380.00
	146		100.000%			

Unit Type	Number of Units per type	2024 Quarterly Fees	2025 Quarterly Fees	\$ Change per Quarter	% Change
One Type	146	2,355.86	2,380.00	24.14	1.02%

Ann Tu

Christina Showen



KW PROPERTY MANAGEMENT & CONSULTING

Association Name:

Lighthouse Bay Five 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)
Exterior Building Elements	4,023,170	5-40	0-28				
Balconies, Concrete, Repairs & Waterproof Coating Apps.	121,920	10-15	6				
Balconies, Screens & Frames	200,400	25-30	7				
Gutters & Downspouts, Aluminum	99,450	15-20	15				
Roofs, Coated Metal (Incl. Carports & Garages)	3,312,000	40	28				
Staircases, Concrete, Repairs & Waterproof Coating Apps.	10,200	10-15	6				
Staircases, Railings, Aluminum	72,000	25-30	7				
Walls, Stucco, Paint Finishes & Capital Repairs - (Incl. Carports & Garages)	207,200	5-7	0				
Property Site Elements	29,450	15-25	2				
Mailbox Stations	20,000	25	2				
Signage, Renovation	9,450	15-20	2				
Reserve Study Update w/ Site Visit Allowance	3,550	2	-				
Storm Loss Deductible	150,000						
Pooled Reserves				816,126	25,296	101,182	
TOTAL RESERVES	8,258,790			816,126		101,182	-