

SIS ASSOCIATION RULES & REGULATIONS

Sea Island South Condominium IV
750 Island Way, Clearwater, Florida 33767, USA



ASSOCIATION RULES AND REGULATIONS Amended – July 2017 (Blue Book)

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INTRODUCTION

Sea Island South Condominium IV, Incorporated is a corporation under the laws of the State of Florida. We are regulated by federal, state and local laws, our Articles of Incorporation, our Declaration of Condominium (with Supplement and Amendment), our Bylaws and this Handbook of Rules and Regulations (hereafter: the Blue Book).

*We share in the cost of operating and maintaining the property by payment of a monthly maintenance fee, which covers operational expenses and our capital reserve funds. When necessary, all unit owners share in paying special assessments approved by the Board of Directors. No leasing of units is permitted.**

In a condominium association shared living areas (and areas of shared responsibility) are known as "Common Areas". There are two types of common areas: "Common Areas" and "Limited Common Areas." We will explain the two later in this document.

Your Association Board of Directors works with a management company to maintain the property according to Florida Statutes and in a manner that insures that its value is protected. There is no on site manager.

*When you purchase a unit, you are given a set of condominium documents (Declaration and By-Laws) that define in detail the obligations you accept by becoming a member of the Association. You must read and understand the declaration and by-laws of our association. To assist in a better understanding of where our rules and regulations originate, any rule or regulation with an * following it will come from our Declaration and any rule or regulation with a ** will come from our by-laws. The purpose of this booklet is to provide the "at a glance" guide to how we have agreed to live together harmoniously. We hope you will find this helpful, as you become a welcomed part of our community.*

Sincerely,

The Board of Directors

.....

(President)

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1. COMMON AREAS

1.1. Definition

Common Areas are those areas used by the whole community and are maintained by the association. Examples of the "Common Areas" are: Roof, Landings, Recreation Room, Stairways, Hallways, Elevators, Hall Closets, 1st Floor Restrooms, Lobbies, Laundry Room, Maintenance Facilities, Grounds, Parking Areas and Driveways, Pool, Pool deck, Gazebo, Fishing Pier. Owner changes are not allowed without permission from the Board.

1.2. Use of common areas

1.2.1 General

1.2.1.1. No smoking is allowed in any common area inside the building.

1.2.1.2. No animals are allowed in any common area or anywhere in the building.

1.2.2. Grounds

Lawn, plant and tree care is the responsibility of the Association. No resident is to participate in any maintenance work unless specifically assigned such duty by the Board. Maintenance of the grounds (the building and adjacent facilities) is the responsibility of the Association. No plants or ornamental items can be placed or removed by residents without approval.

1.2.3 Roof

1.2.3.1. The Association maintains the roof. The door to the roof is at the top of the stairwell on the 8th floor.

1.2.3.2. Residents are not to visit the roof area except as a member of the Association Building Committee, or when accompanying repair personnel who are specifically to work on individual air unit handlers.

1.2.3.3. Such repairs (other than an emergency situation) should be scheduled on Monday, Wednesday or Friday so that our maintenance person can provide access to the roof.

1.2.4. Parking

1.2.4.1. Each unit is assigned one covered parking space. These assignments are permanent and do not change upon the sale of any unit. Any changes to the parking plan shall require approval by seventy five percent (75%) of the vote of the unit owners. *

1.2.4.2. Uncovered spaces numbered 32 through 44 are reserved for second cars owned by unit owners who apply for the space and pay for same at the rate prescribed by the Board of Directors. At present no rental fee is being charged. However, this can be changed any time the Board deems necessary. Owners leaving for a period of over three (3) months must notify the Board of Directors of their date of departure and estimated date of return: their spaces will be made available to owners of a second car, to be determined by the Board of directors.*

1.2.4.3. All parking spaces and carports are for the purpose of parking one unlettered, non-commercial vehicle and for no other purpose. If the owner of a unit should not maintain

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a vehicle, the space originally assigned to his/her unit shall become available to the Board of Directors.*

- 1.2.4.4. Vendors and service providers must use the loading dock entrance at the north end of the building for loading and unloading only, and then promptly move their vehicle to street parking.
- 1.2.4.5. Vendors and service providers must sign in and out. Contractors must sign in at the North door.
- 1.2.4.6. No all-day parking is allowed in this (loading) area. This area must be kept free for emergency equipment.
- 1.2.4.7. A list with parking assignments is provided at the end of this document.

1.2.5. Elevators

- 1.2.5.1. The north elevator doubles as a freight elevator. Do not use the South (small) elevator for transporting large items. Ask the maintenance person for instructions when using the North elevator for freight.

1.2.6. Lobbies, halls and closets

- 1.2.6.1. Cleaning of walls and flooring is the responsibility of the Association. Decor is also the responsibility of the Association, although it is the practice here that floor residents may agree to place furnishings in the landing area in front of the elevators. *Per Fire Marshall inspection (2/2/2022), all hall decorations must be approved by Board to meet code.*
- 1.2.6.2. Residents may place decorative items and wall hangings adjacent to their own doorways, but not extending into the common area. Pictures may be hung in the cubicle only. Pictures and décor items must not extend beyond the drop at the ceiling. They should harmonize with the floor colors.
- 1.2.6.3. To insure that there are no emergency exit obstructions, no furniture is to be placed in the halls (per the Fire Marshall).
- 1.2.6.4. Laundry chutes are inoperable. Do not use.
- 1.2.6.5. Association Members may share the use of closets in the south hallways on floors 2 - 8.

1.2.7. Pool and Pool Deck

- 1.2.7.1. These are common areas for the use of residents and a limited number of guests and may not be used for private functions. It is the responsibility of the owner that each guest is aware of and adheres to the set rules.
- 1.2.7.2. Posted rules and notes:
 - 1.2.7.2.1. No lifeguard on duty (swim at your own risk).
 - 1.2.7.2.2. Shower before entering the pool (Tanning oil creates scummy residue, which interferes with proper water filtration)
 - 1.2.7.2.3. No diving, running, jumping from deck into the pool
 - 1.2.7.2.4. Children under 12 must be accompanied by an adult (no exceptions)
 - 1.2.7.2.5. Pool capacity is 24 persons (by law)
 - 1.2.7.2.6. Emergency assistance: call 911
- 1.2.7.3. In addition:
 - 1.2.7.3.1. Members and guests are required to wear cover-ups and shoes throughout the hallways and elevators. Do not leave the pool area until you are dry enough to avoid dripping water into the building. No rafts are permitted in the pool. Use of

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inflatable or other water toys must not infringe upon the enjoyment of the pool by other residents.

- 1.2.7.3.2. The rope and floats midway across the pool must be reattached before leaving the pool unoccupied, (required by law).
- 1.2.7.3.3. No glass containers are permitted in or around the pool deck.
- 1.2.7.3.4. No food or beverage is permitted on the pool deck.
- 1.2.7.3.5. The pool areas may not be rented for private use.
- 1.2.7.3.6. Water temperature will be reasonably maintained, depending upon the season of the year, weather conditions and guidelines established by the Board of Directors. (Please see guidelines on the bulletin board.)

1.2.8. Restrooms - Two restrooms are located off the hallway to the pool entrance door. These restrooms are for the use of residents, guests and service persons. Please keep the restrooms clean.

1.2.9. Recreation Room

This room is primarily used for Membership Meetings, Board of director meetings and Membership Social Gatherings. Private use by any member on a specific date must be arranged by application to the Board and by payment of a nominal fee for cleanup and normal wear and tear. Users will be liable for damages.

1.2.10. BBQ

No grilling is permitted inside or outside a unit. A gas grill is provided for use by the residents. It is located in a hedged area just to the south of the Gazebo. This is the only area where outdoor cooking is allowed. Grill users must be familiar with use and must clean the grill thoroughly and replace the cover after each use. Check with the maintenance person for instructions. Cleaning brushes are provided. Inform maintenance person when gas is low.*

1.2.11. Fishing Pier

The fishing pier is only for the use of residents and their guests at the pier. Boats may stop temporarily for loading and offloading residents and resident's guests while at the pier. No boats may be docked at the pier.

1.2.12. Gazebo

This building is for the use of residents and their guests and for the Association Events as a food and beverage area. No glass containers of any kind are allowed. Residents are responsible for cleaning after use.

1.2.13. Laundry

- 1.2.13.1. The first floor laundry facility is provided for the use of all residents and their overnight guests.
- 1.2.13.2. Use of the laundry room is restricted to the hours of 7:00 AM to 9:00 PM.
- 1.2.13.3. Wash may not be started after 8:00 p.m.
- 1.2.13.4. Drying must be finished by 9:00 p.m.
- 1.2.13.5. Report any problems to a Board Member or maintenance person.
- 1.2.13.6. There is no change machine in the building. Users of the facility will have to supply their own quarters.

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- 1.2.13.7. Users must provide their own cleaning supplies.
- 1.2.13.8. Keep door closed when air conditioner is in use.
- 1.2.13.9. When leaving the room unoccupied, turn off the lights and air conditioner.

1.2.14 Dumpster, Trash Chute, Recycling

- 1.2.14.1. On floors 2 - 8 inside the closet on the north wall there is a trash chute which empties into a dumpster on the first floor. This dumpster is located in a double door closed off the hallway leading to the laundry room on the NE side of the building.
- 1.2.14.2. The dumpster is emptied three (3) times a week: Monday, Wednesday and Friday.
- 1.2.14.3. To control odor and pests, all refuse is to be discarded inside *tied, heavy-duty plastic bags*. If you must dispose of large amounts of perishable items (meat, fruit, etc.) which could create foul odors, please freeze them before discarding.
- 1.2.14.4. **Do not** use thin plastic bags from supermarkets and department stores.
- 1.2.14.5. Glass must be carried down to the dumpster or the recycle containers and **not** dropped down the trash chute.
- 1.2.14.6. Residents must arrange for disposal of appliances, furniture, construction debris and other large items. (The dumpster stationed outside the North door is used to replace the closed dumpster during refuse pick-up and is not for disposal of household refuse).
- 1.2.14.7. Blue recycling bins are located in the outside area opposite our main entrance in the covered area and in the trash room. Please check the sticker on top of the bins for correct use of the bins. A list of proper disposal methods and items is attached.

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2. LIMITED COMMON AREAS

2.1. Definition

“Limited Common Areas” are areas that are primarily used by the individual unit owners, but modification and repairs to these areas are either the responsibility of the condominium association or unit owners. The Association must approve owner changes prior to individual work being done in limited common areas. Examples of “Limited Common Areas” are: Balconies, Patios, Unit Entrance, Uncovered Parking, Unit exterior walls, Covered Parking, Exterior Storage Sheds.

2.2 Use of Limited Common areas

2.2.1 Outside storage

Each unit is assigned one storage area adjacent to assigned covered parking. These assignments are permanent and do not change upon sale of any unit. The Association is responsible for the painting and maintenance of the exterior of the storage areas adjacent to the covered parking spaces. Residents are responsible for maintaining the interior and contents of the storage units in a way that will not attract pests, nor endanger the property.

2.2.2 Balconies & Patios

- 2.2.2.1 Painting and structural maintenance is the responsibility of the Association.
- 2.2.2.2 Grilling is not permitted on balconies or patios. Grills designed for outdoor use may not be used inside units.
- 2.2.2.3 Clothing, bedding or other similar items shall not be dried or aired in any outdoor area, nor shall any such items be hung over or on balconies.
- 2.2.2.4 Furniture and decorative items and plants must be removed in the event of severe storms and/or when the owner is to be absent for one week or more.
- 2.2.2.5 Banners and or flags are not permitted, except the flag of the United States of America when flown according to Federal Guidelines, and portable removable official flags, not larger than 4.5 feet by 6 feet, representing the United States Army, Navy, Air Force, Marine Corps or Coast Guard, to be flown on Armed Forces Day, Memorial Day, Flag Day, Independence Day or Veteran's Day. No decorations should hang below the balconies. Patio decorations may not extend into the common areas. The Interior and Exterior Design committee may plan religious holiday decorations when asked by the Board. The Board must approve the plan, budget and time-frame for displays.
- 2.2.2.6 ~~Tiling (or retiling) is allowed at the owner's expense. Notify the board prior to starting work. Per Board policy, tiling is no longer allowed.~~ New balcony resurfacing must be pre-approved by the board and meet the adopted specifications.

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2.2.3 Storm shutters

2.2.3.1 Installation or replacement of hurricane shutters, in accordance with Board approved specifications, requires advance approval by the Board of Directors. The unit owner shall provide the Association with a complete set of plans and specifications. The material of construction and installation of the hurricane shutters shall adhere to all requirements of city, county, state or other governmental entities. The unit owner shall be responsible for any damage to the common elements or to their units within the condominium which is caused as a result of the construction, installation or maintenance of the shutters installed by the unit owner. The hurricane shutters should have the following specifications:

- 2.2.3.1.1 The hurricane shutters when installed shall be capable of withstanding hurricane winds of at least 110 miles per hour without being blown away or otherwise damaged.
- 2.2.3.1.2 The color of all hurricane shutters shall be ivory.
- 2.2.3.1.3 The mounting of hurricane shutters shall be flush on building surface within three (3) inches of the window or door to be protected.
- 2.2.3.1.4 The style of all hurricane shutters shall be horizontal roll-up except:
- 2.2.3.1.5 Hurricane shutters on the 1st floor are of the accordion type only.
- 2.2.3.1.6 Floors 2-8 are allowed accordion shutters on balconies only.

2.2.4 Use Of Unit Entry Doors

- 2.2.4.1 All kitchen and main entry doors (on the hall side) are to be painted a color determined by the Board of Directors.
- 2.2.4.2 Owners must provide the Association with emergency access to either the kitchen or main entrance door. Unit keys given to the Association are kept in a locked box in a locked area. They are used only for emergency entrance to the unit in the absence of the owner and used for pest control service in the absence of the owner and on special request by the owner.
- 2.2.4.3 To help reduce noise in the common area, unit entry doors are not to be left open for extended periods of time.
- 2.2.4.4 Unit owners, their families and guests shall in no way deface, mark or make any alterations, repair and replacement or change in or to the common elements and limited common elements, and shall be liable for any damages caused.
- 2.2.4.5 No occupant shall commit or permit any nuisance, immoral or illegal act in his / her unit or the common area.

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3 USE OF INDIVIDUAL UNITS

3.1 Definition

A "unit" is that portion or part of the condominium property, which is subject to exclusive ownership. Windows, window frames, and window operating mechanisms shall be part of the individual units and not common elements. Replacement or alterations to the windows must be consistent with current building appearance.

3.2 General

- 3.2.1 No unit shall be used for a purpose other than a single-family residence.* This is a 55 plus Condominium Association where 80% of residents must be 55 years old or older. No child under the age of 18 may permanently reside in a unit.*
- 3.2.2 Each unit owner is entitled to the exclusive use and possession of his / her unit, free of nuisances, but subject to the Association's right of access for maintenance and repair of the condominium property.
- 3.2.3 The use of which an owner makes of the unit must not be an unreasonable source of annoyance to the other unit owners, nor should it interfere with the peaceful and proper use of the property by any other condominium unit owner. Therefore, the following applies:
 - 3.2.3.1 All occupants shall exercise extreme care about noise levels concerning the use of musical instruments, radios, televisions and other amplified equipment. Playing any musical instrument is not permitted from 9:00 p.m. to 9:00 a.m.
 - 3.2.3.2 All unit owners shall keep and maintain their respective units in good condition and repair and shall promptly pay for all utilities that are separately metered to the unit.
 - 3.2.3.3 No pets are permitted, except fish, of the type that are commonly kept as pets.*
 - 3.2.3.4 Unit owners replacing floor covering must obtain prior approval from the Board of Directors to ensure sufficient soundproofing.
 - 3.2.3.5 All structural alterations, (walls, floors, electrical, plumbing, etc.), require approval of the Board of directors. A written description of the planned work must be submitted to the Board. (Purely decorative changes do not require Board approval).
 - 3.2.3.6 No leasing of units is permitted.*
 - 3.2.3.7 Unit entry doors must be painted on the hall side according to a color scheme set by the Board of Directors.
 - 3.2.3.8 Floor supported, not wall mounted, washers and dryers may be installed in any unit provided that such installation is made in the kitchen-breakfast room area. Prior approval of installation plan is required.*
 - 3.2.3.9 Unit owners shall be permitted to have guests of any age for up to four (4) weeks in a six (6) month period beginning from the date of the first guest's occupancy. No more than four (4) people, (including owners and guests), shall occupy a one-bedroom unit. No more than eight (8) people, (including owners and guests), shall occupy a two-bedroom unit. Owners shall be present during their guest's occupancy of the unit

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unless the guests are deemed "immediate family." The definition of "immediate family" is as follows: parent, brothers, sisters, spouse, children, grandparent, grandchild, stepparent, stepchild, foster child or foster parent. The Board of Directors may waive this provision under extenuating circumstances. Guests may not bring pets into the building for any reason.

- 3.2.3.10 Unit owners are required to take reasonable measures to prevent or minimize the potential development of molds, fungi, mildew and other myco-toxins. These measures include, but are not limited to, periodically operating air conditioning systems to maintain unit temperatures at 80 degrees Fahrenheit or lower; keeping windows and exterior door closed during periods when the unit is not occupied; keeping drains clear of all stoppage and clogs; draining and cleaning drip trays in appliances and mechanical systems; and periodic inspections of units for the presence of mold. In the event that the Association reasonably believes that a unit owner is not complying with these provisions, the Association has the right (but not the obligation) to enter the unit in an effort to mitigate damages. The owner shall be responsible for any cost incurred, including damage to other units caused by mold associated with mold in their unit.*



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4. SERVICES

4.1. Entrances

Each unit is provided with two (2) keys to the security doors: East Entrance (Front door), North Entrance (Loading door) and West Entrance (pool). The key fits all these entrances. No more than two keys per unit are allowed. These keys are not reproducible, except by special arrangement. In case of a lost key, immediately contact the management company. A replacement fee is required, payable in advance. Extreme care must be taken with the use of these keys.

4.2. Elevators

Our elevators are equipped with an emergency intercom system. Should you find yourself unable to exit the elevator, simply press the intercom button and you will be immediately connected with emergency personnel. Ensure that this system is used only in case of emergency. Be especially careful that small children who may be your guests do not play with the system. Any problems with the elevator should be reported to our management company.

4.3. Stairwells

- 4.3.1. Located in the west side of the building, two stairwells provide access for all residents. Stairwell doors are to remain closed at all times.
- 4.3.2. Know which door is closest to your unit
- 4.3.3. Do not block the stairwell entrances.

4.4. Extended Absences*

4.4.1 When you vacate your unit for one week or more, please provide a Board Member with (this is to cover cases of Emergency):

- 4.4.1.1. Information on how to contact you (or a representative) during your absence.
- 4.4.1.2. Expected dates of departure and return
- 4.4.1.3. A set of car keys, if you leave a car parked here.
- 4.4.1.4. In addition, you must clear all balcony or patio furnishings.

4.5. Other Emergency Situations

- 4.5.1. It is your responsibility to ensure that the Association Secretary has on file a current list of emergency contacts including name, relationship, address, telephone numbers and e-mail addresses (if available)

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4.6. Night Watch

Residents may volunteer to perform a nighttime walk (approximately 10 minutes) through and around the building. Sign-up sheet and a description of duties are located on a bulletin board near the N.E. Corridor (near the laundry door). If every able unit owner does this duty three times per year there are enough people to get the job done.

4.7. Mail

Each unit is assigned one (1) locked mailbox for USPS delivery. Above or below each assigned mailbox is an open box used for Association communications, but is not limited to that use.

4.8. Personal service

Employees of the Management Company or the Association are not available for personal service during working hours for private employment by unit owners.

4.9. Deliveries

U.S Postal Service delivered packages will be placed in the inner lobby.* Other delivery services are required to use the intercom system to contact the recipient. Residents are asked to accept deliveries at the front door, or in case of large items, residents are to meet deliverer at the North security doors and must accompany them to and from their units. This is required to maintain the integrity of our security system. If a unit owner is unable (due to special circumstances) to meet delivery personnel, service workers or other vendors at a locked entrance, he or she is asked to arrange with a neighbor or a Board Member for assistance. Construction personnel must sign in at and use the North Entrance.

4.10. Luggage cart

The luggage cart is for use by residents and guests only for transporting luggage or small items. Load and off- load items at the loading dock. Cart is stored on the first floor closet in the NW hall. Please return the cart immediately upon use. Do not use for transporting heavy items or furniture.

4.11. Intercom System

- 4.11.1.** This building is equipped with a Select Engineered Telephone System (SES). The SES uses your telephone (local cell or landline) to let you talk to visitors and to allow you to remotely open the front door to people you know. Your telephone number will be programmed into the memory of the SES, which is located in the outer lobby. Your telephone number and unit number will remain confidential. A visitor will see your assigned code (example: 9966) number in the "Name Directory" displayed in alphabetical order on the SES screen. When your code number is entered, preceded by a star (*) (example: *9966) your phone will ring. Upon answering, you may converse normally with a visitor. You may talk for up to 60 seconds before the call is automatically disconnected to insure the system is available to other visitors.

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- 4.11.2. Tell your visitor to open the door when he / she hears the door "click."
- 4.11.3. To allow entry, YOU must press "6" on the keypad of your telephone or cell phone.
- 4.11.4. You will hear a tone indicating the lock has been released.
- 4.11.5. When the lock is released, the visitor simply enters.
- 4.11.6. The SES will hang up and the door will relock automatically.
- 4.11.7. You and your visitor can then hang up.
- 4.11.8. Each unit will be assigned their own unique door code. This code should not be given to vendors. Each unit owner must manage and protect their code. If you have family members staying or visiting your unit, use your discretion on whether to share your code or have them use the Dial Entry System to gain access. If you need your unique code changed, please contact the Board of Directors.
- 4.11.9. A dedicated "Vendor Code" is available for regular visiting vendors for such reason as health care and personal services. (This is NOT for construction, repair, renovation or large item deliveries. For all of these visitors, see 4.9.) This Vendor Code is available upon request from the Board of Directors. This code will be changed every four months on the 1st of the month (Jan, May, Sept). All vendors using this code MUST sign in and out on the ledger at the front door. Unit owners are responsible for reminding vendors to sign the ledger. Please use the SES Phone Access System whenever possible.

4.12. Maintenance

- 4.12.1. Cleaning and maintenance of the common areas is the responsibility of the Association.
- 4.12.1.1. Members share the repairing, maintaining and redecorating costs for these areas through monthly maintenance fees and/or special assessments.
- 4.12.2. Through a payroll company we employ a part-time maintenance person. He / She works Monday, Wednesday and Friday excepting holidays and vacation days.
- 4.12.3. The Board of Directors supervises our maintenance person. Any suggestions or complaints regarding the work of this employee should not be directly addressed to the maintenance employee. It is the policy of the Board to reply promptly to all member requests.
- 4.12.4. Maintenance personnel are not available during regular working hours for unit owner's private projects. This person is employed solely for the purpose of carrying out Board assigned duties. Any work done by the maintenance person specifically for unit owners must be during off -duty hours and through private arrangement.

4.13. Library

- 4.13.1 The double closet opposite the elevator doors has been designated as our condo library. Members share books by simply depositing books on the shelves. Members are welcome to take from the library any book that interests them. Members may return the books to the library or keep them. Periodically, the library is cleaned out and some books are discarded.

4.14. Pest Control

- 4.14.1. A professional pest control company services the building (including each unit) monthly. Our maintenance person accompanies the vendor into the unit for servicing, with or without the owner being present. This service is not optional. Should a problem with vermin arise between treatments, notify the management company immediately

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4.15. Cable TV

Basic cable TV service is provided via a bulk rate contract with Spectrum Networks. Cost of this service is covered in your monthly maintenance fee.

4.16. Bulletin Boards

- 4.16.1. The locked bulletin board to the right of the elevators is our primary and official source of Association Member communications. Your Board of Directors strives to keep residents informed on the care and maintenance of the property.
- 4.16.2. Florida statutes require posted advanced notice of Membership Meetings and Board of Directors Meetings. Members are encouraged to attend these meetings. It is to your advantage to frequently check the contents of the bulletin board.
- 4.16.3. This is not to be used for flyers and advertisements.
- 4.16.4. The second bulletin board is located on the wall near the double doors leading to the refuse room, laundry and North exit. The Board uses this bulletin board at its discretion.
- 4.16.5. A third bulletin board, located in the NE corridor (near the laundry room) may be used by residents, vendors, and security.

4.17. Sign in

All contractors are required to sign in and out every day. It is the responsibility of the unit owner (or agent of owner) to have service personnel sign in using the clipboard located beside the North entrance doors. Please provide: date, name of company, unit # and signature.

SIS ASSOCIATION RULES & REGULATIONS

5. MOVING IN & CONSTRUCTION

5.1. Utilities

- 5.1.1. Duke Energy provides electric service to the building. You must arrange to have this service for your unit. The Association provides water to the building through our association fees.

5.2. Telephone & Intercom

- 5.2.1. If you wish to use the SES intercom system, you must have a local cell phone number or a landline telephone.
- 5.2.2. As soon as you have either a local cell phone number or a landline installed, please give your number to the Board of Directors and arrangements will be made to connect your phone to the SES intercom system.

5.3. Before moving in or starting any construction

- 5.3.1. The owner is 100% responsible for any work done in SIS. Therefore, the owner should be present (or his or her representative) when the work is being done. This work cannot be delegated to the maintenance person or a board member.
- 5.3.2. Most construction needs prior approval by the board. Request Board approval before any construction begins. This will require a meeting with someone from the Board, the maintenance person and the contractor BEFORE any contracts are signed.
- 5.3.3. Major construction will need a permit and contractors must be licensed and have insurance.
- 5.3.4. The work has to be done on weekdays between 8 AM and 6 PM. Inform the board and the maintenance person about the plans at least 48 hours in advance of any construction beginning. We encourage everybody to pick Monday, Wednesday or Friday for these things, because that's when the maintenance person is available. Inform the Board and the maintenance person of the day you want to start moving in.

5.4. Starting construction

- 5.4.1. Meet your contractor downstairs at the beginning of the day when construction begins and tell him or her to only use the North entrance. Tell them not to use the front door for carrying in equipment and materials. Never give them a key or the code for the front door. Ask them to sign in on the list at the North entrance as soon as they arrive. Instruct them to close and secure the doors when they leave making sure that BOTH doors are locked. Use the loading dock only for loading or unloading and have them park on the street. Ask the maintenance person to cover the North elevator with protective padding and have the contractors cover the floors with protective material. Have them clean up after themselves every day and report damages to the board. No construction trash and debris is to be placed in SIS containers or trash chutes. Ask your contractors to take debris with them unless there is an agreement with the maintenance person about using the SIS dumpsters for small jobs. And don't forget: the owner (or designated representative) should be present at all times and keep an eye on their contractor(s). No overnight parking allowed.

5.5. Furniture

Furniture may not be stored in hallways.**

SIS ASSOCIATION RULES & REGULATIONS

RECYCLING GUIDELINES FOR OUR RECYCLING BINS ON SITE:

DO RECYCLE: ALUMINUM, STEEL AND TIN CANS

CARDBOARD (FLATTENED)

CARTONS (MILK AND JUICE CARTONS)

GLASS BOTTLES AND JARS (NO OTHER TYPES OF GLASS SUCH AS CERAMIC PLATES, MIRRORS, OR PLATE GLASS FROM WINDOWS, ETC.)

NEWSPAPER, PAPERBOARD (CEREAL BOXES)

ALL PLASTIC CONTAINERS OR BOTTLES MARKED WITH THE NUMBERS 1 THROUGH 7

DO NOT RECYCLE:

PLASTIC BAGS OF ANY KIND EXCEPT CLEAR OR NEARLY CLEAR BAGS WITH SHREDDED PAPER INSIDE

PLASTIC BAGS CAN BE RECYCLED AT YOUR LOCAL GROCERY STORE

PLASTIC FILM FROM WRAPPING OR MEAT CONTAINERS

PIZZA BOXES FROM DELIVERY SERVICE OR FROZEN FOOD PACKAGING

PAPER TOWELS, PAPER PLATES, TISSUE OR WAX PAPER

STYROFOAM, FOAM CONTAINERS (FOAM EGG CARTONS, MEAT TRAYS OR FOOD TRAYS), OR FOAM PACKAGING OF ANY KIND. THESE GO IN THE TRASH CONTAINER

**ALL CONTAINERS THAT CAN BE RINSED SHOULD BE RINSED
PRIOR TO RECYCLING!**

TO CHECK ON WHAT IS RECYCLABLE GO TO PINELLASCOUNTY.ORG/RECYCLE

6 FREQUENTLY ASKED QUESTIONS

6.1 Who is the management Company?

AMERI-TECH COMPANIES, INC under supervision of the Board of Directors.
Their address is: 24701 US Highway 19 North, Suite 102, Clearwater, FL 33763
They can be reached at: 727-726-8000 extension 262 or thendrix@ameritechmail.com

6.2 Who is the Board of Directors?

Residents who voluntarily serve on the Board of Directors with approval of the Membership.

6.3 How do I make a request / complaint / compliment to the Board of Directors?

Submit in writing to the Board (mailbox in the entrance hall)

6.4 How do you get to be on the Board of Directors?

An election is held each February to elect members to the Board of Directors as needed. Directors hold a two (2) year term. You may nominate yourself. Vacancies during the year are handled by the Board of Directors.

6.5 How do you get to be an Officer of the Association?

The Board of Directors elects the officers.

6.6 What does the Board of Directors do?

The Board of Directors works with the management company to promote and protect the well-being of all unit owners by bringing recommendations and viable option for their vote, to maintain the property, to supply services, to manage the Association income and expenses, to plan for the future and to maintain the value of the property.

6.7 Where do I pay my monthly maintenance fee?

Our management company can arrange for direct deposit of your payment to the management company or you may mail your payment in along with the coupon provided by the management company.

6.8 Who makes up all these rules?

The rules are in compliance with all Federal, State and Local Laws, in the service of your Island Community and with the approval of the Board of Directors.

SIS ASSOCIATION RULES & REGULATIONS

Attachment I: Parking

UNIT	Covered			UNIT	Covered		
101	31			501	12		
103	13			502	9		
104	8			503	22		
201	27			504	25		
202	11			601	2		
203	20			602	26		
204	15			603	24		
301	29			604	18		
302	4			701	17		
303	6			702	19		
304	14			703	3		
401	30			704	21		
402	16			801	3		
403	5			802	23		
404	10			803	28		
				804	1		

Last update:

Note: Members will receive an updated list every time a new version is made.



SIS ASSOCIATION RULES & REGULATIONS

Last update: February, 2022

Attachment III: Board members & officers

BOARD

- | | |
|-----------------|----------------|
| 1) Todd Gravois | President |
| 2) Mitch Perry | Vice President |
| 3) Linda Sladek | Treasurer |
| 4) Nevi LaVita | Secretary |
| 5) Jim Mullen | Director |