

1. What are my voting rights in the Sandal Cove Condominium II Association (COA)?

Each unit owner shall be entitled to one vote. At any meeting of the members, every member having the right to vote shall be entitled to vote in person or by proxy. The proxy shall be valid only for the particular meeting designated in it and must be filed with the secretary before the appointed time of the meeting and any adjournment thereof. No one member shall be designated to hold and vote more than five proxies of other members at any meeting.

2. What restrictions exist in the condominium documents on my right to use my unit?

- The condominiums shall be for residential use only.
- All pets must be approved by the Board of Directors when an application to buy or rent is made. A maximum of two pets is allowed.
- No immoral, improper, offensive or unlawful use shall be made of the condominium property.
- No for sale or for rent signs or other displays of advertising shall be permitted on any part of the common elements.
- The common elements shall be kept clear of rubbish, debris and unsightly material. Nothing shall be hung or displayed on the exterior walls or roof without consent of the Association.

See section 19 of the Declaration of Condominium of Buildings 1007 and 1009 Sandal Cove Condominium II for full use restrictions.

3. What restrictions exist in the condominium document on the leasing of my unit?

A unit owner may rent or lease their unit subject to board approval and application fee. After approval of the Association, the entire unit may be rented provided the occupancy of the unit is only by the one lessee and members of his or her immediate family. No more than 2 occupants per bedroom are allowed by Pinellas County law. The term of the lease is not to be less than three months. No rooms may be sublet rented and no transients may be accommodated.

4. How much are my assessments to the condominium association for my unit type and when are they due?

Assessments (monthly COA dues) are due on the first of every month. The percentage of ownership of common elements and apportionment of expenses are set and assigned to each unit based on the square footage of the unit. (2.885% for 1BR units and 3.365% for 2BR units).

COA dues are monthly payments made by residents to fund the association's operations, maintenance of common areas, and reserve funds for future projects. The amount is determined by the Board of Directors based on the annual budget and projected expenses.

5. Do I have to be a member in any other association? No

6. Am I required to pay rent or land use fees for recreational or other commonly used facilities? No

7. Is the condominium association or other mandatory membership association involved in any court cases in which it may face liability in excess of \$100,000? No

8. Is the condominium created within a portion of a building or within a multiple parcel building? No

9. Who manages the Sandal Cove Condominium II Association (COA)?

The COA is managed by an elected Board of Directors made up of volunteers (3-5 homeowners), who are elected annually. Sandal Cove II also employs Ameritech, a professional property management company. Our property manager is Angela Johnson at ajohnson@ameritechmail.com.

10. What do I do if something needs to be repaired on the property that is the COA's responsibility?

Go to the SandalCove2.org website, click on the Contact Our Association tab and fill out the enclosed form. If there is an after hours emergency, call Ameritech at (727) 726-8000 X7 (24/7).

11. What happens if I don't pay my monthly COA dues?

Failure to pay dues can result in late fees, interest, loss of privileges such as access to amenities, and in some cases, a lien being placed on your property or foreclosure proceedings.

12. What is a special assessment?

A special assessment is an additional fee charged to homeowners, above regular dues, for unexpected or large expenses that exceed the budget or reserve funds. If needed, the amount of the special assessment and conditions for payment is determined by the Board of Directors.

13. What is a reserve fund?

A reserve fund is money set aside for capital expenditures, and deferred maintenance on major components of common elements such as roofs, painting, paving and items exceeding \$25,000. This money is set aside to ensure the association's financial health and avoid special assessments.

14. What steps do I have to take if I am selling my unit?

- Follow the guidance in the Sandal Cove II Declaration of Condominium section 22.1 for information that must be submitted to the Association and to the property manager.
- Make the Association documents available to the prospective buyer. All documents can be found on the sandalcove2.org website.
- Disclose information about association fees and assessments, including pending assessments, as well as pending litigation, if any.
- Disclose the known material defects, including any known latent defects that materially affect the property's value and are not readily observable.
- Provide financial statements on request.
- See the Sandal Cove II Declaration of Condominium section 19.5 for guidance on the display of for sale signs.

15. What are common elements and limited common elements?

The COA maintains common areas (common elements) such as landscaping, the pool, pond, roads, and building exteriors. Limited common elements are the portions of the common elements that are reserved for a particular unit (i.e. porches and one parking space). Sections 13.2.a and 13.2.b of the Articles of Incorporation and Bylaws provide the specific responsibilities.

16. How are disputes between homeowners handled?

Disputes can usually be resolved through direct communication between the parties in dispute and a review of the covenants. If the issue cannot be resolved, the issue may be referred to the Board of Directors.

17. Is there specific guidance if I want to have a contractor perform work on my unit?

All repairs must be done by a licensed/bonded contractor. Remodeling work must be submitted to the board for approval. Work may only be done from 8am to 5pm, Monday through Friday and not on holidays. See Sandal Cove II Condo Rules and Regulations- General, #15 for further guidance. Ensure contractors use the parking space designated for contractors or a visitors parking space.

18. How can I shut off the water to my unit if I don't have a shutoff valve in my unit?

There are two water shutoff valves located on the south side of buildings 1007 and 1009, one on each end of the building. They are located beneath the black plastic boxes with green covers. Each shutoff valve affects half of the building, divided by the hallway.

One of the building 1007 shutoff valves is located on the ground (behind the bushes) between units 106-108 and shuts off water to units 105, 106, 107, 108, 205, 206, 207, and 208. The other building 1007 shutoff valve is located between units 102-104 and shuts off water to units 101, 102, 103, 104, 201, 202, 203, and 204.

There is an identical setup for building 1009.

The city-to-building shutoffs are located on the grassy area just behind the fire hydrant in front of building 1003. A special tool is needed to shut off these valves.

Notify Ameritech using the form outlined in question 10 above and request that the Board of Directors be notified. Please send this notice as far in advance as possible with the expected time and date the water needs to be shut off, as well as which building or section of a building needs to have the water shut off. Ameritech will send out an email notifying the residents. Printed notes with the same information must also be posted on the front doors of all residents affected by the water shut off, as well as on the bulletin board of the building affected.

19. What do I do in the event of a fire?

Each building is equipped with a fire alarm that can be activated at any one of the pull stations located both in and outside of the buildings. When activated, the alarm consists of a horn and a strobe light. There are also fire extinguishers located in the breezeways of both buildings. **IN THE EVENT OF A FIRE, YOU MUST DIAL 911 TO REPORT THE FIRE, AS THE ALARM IS NOT MONITORED BY EMERGENCY SERVICES.**

20. Can I grill with open flames next to my unit?

No. Fire codes prohibit open-flame grilling (charcoal or gas) within 10 feet of any building structure, including patios and balconies.

21. Can I store flammable items like a gas can in my outdoor storage unit?

No. Storing flammable or combustible materials such as gasoline, propane tanks, or solvents in outdoor storage units is strictly prohibited.

22. Who do I call about an injured animal or bird?

Call the Florida Wildlife office at 407-275-4150 or 215-962-8814.

23. Who do I call if I see someone boating within the confines of the bird sanctuary in Alligator Lake?

Call the Sheriff's office at 727-582-6200.