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AMENDED AND RESTATED RULES AND REGULATIONS

BONITA BEACH CLUB ASSOCIATION, INC.

Date: January 26, 2026

PURPOSE OF RULES AND REGULATIONS

The Bonita Beach Club is a gated community of 198 condominium units located on a Gulf of Mexico beach in the city of Bonita Springs, Florida.

The Bonita Beach Club is a residential community and not a resort.

We welcome our Owners, their Family, Guests, and Renters. We expect all to treat our community with respect and observe our Rules and Regulations. These rules have been developed to provide for the protection, safety and mutual enjoyment of Owners, their Family, Guests and Renters, in an atmosphere of comfortable, neighborly living.

The rules cannot be overruled by Management or individual Association Board Members. Rules apply equally to everyone. The rules are made to protect all.

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1. DEFINITIONS

- a) **Unit** – part of the condominium property subject to exclusive ownership; commonly referred to as one’s “individual condominium.”
- b) **Owner(s) and Unit Owner(s)** – The owner(s) of a condominium unit/parcel.
- c) **Family** – Persons who are related to the owner(s) or owner’s spouse by blood, marriage or adoption or a person who is not so related but resides with the owner(s) as a single housekeeping unit or two tenants who are not related but reside as a single housekeeping unit.
Non-immediate family members are treated as guests.
- d) **Immediate family** includes grandparents, parents, children, grandchildren, siblings (and the spouses of these listed groups) of the unit owner or unit owner’s spouse.
- e) **Guest** – Any person who is physically present in or occupies a unit on a temporary basis at the invitation of the unit owner without payment.
- f) **Guests’ guest** – Any person who is physically present in or occupies a unit while the guest is also present, at the invitation of the guest.
- g) **Renter** – Any person who is physically present in or occupies a unit on a temporary basis at the agreement of the unit owner in exchange for valuable consideration. A renter can also be referred to as a lessee.
- h) **Renters’ guest** – Any person who is physically present in or occupies a unit while the renter is also present, at the invitation of the renter.
- i) **Management** – The Condominium Association Manager and designated staff hired by the Association

2. ENTRY TO ASSOCIATION PROPERTY

- a) Entry to the Association property is allowed to owners, their family, guests, owners' vendors, guests' vendors, guests' guests, renters, renters' vendors and renters' guests, and will be provided by the Manager via digital access.
- b) Each unit has a unique PIN to open the entrance gate and all keypads throughout the community. Do not share your PIN with anyone. Renters will be issued their own unique PIN numbers during the application process.
- c) Each Owner's owned vehicle (not rentals) will be provided a RFID ID tag for each registered vehicle. Management maintains records of issued RFID tags with Owners' names. Please have your vehicle information ready; it is required when receiving the tag, includes make, model, color, license #. The tag should be placed on the OUTSIDE of the passenger-side upper windshield of your vehicle, approximately 2" down from the top and 2" in from the side. When applying, please use caution as the stickers adhere quickly.
 - i) Owners with RFID tags can use the Owner Entrance, the right entrance lane. All other owners, family, guests, visitors, deliveries, etc. will use the Visitor Entrance, the left entrance lane with the kiosk. Owners using the left entrance lane should enter their personal PIN at the kiosk to open the gate. Do not give your PIN to others.
- d) Guests, food deliveries, and service providers should use the visitor entrance kiosk to access the Owner Registry, click your name to call from the entrance gate. This call will come to your phone from 239-516-8572, and then talk to the caller, if authorizing access then press 9 from your phone to open the gate.
 - i) It is recommended that owners add this contact to their phone so you recognize that someone is calling you from the BBC gate: Contact name: BBC GATE; phone number 239-516-8572.
- e) The owner must pay the current guest fee and complete a guest application for all their overnight guests when the owner is not in residence. The fee is outlined in Exhibit A.
 - i) The guest fee does not apply to immediate family members. Owners are to list and update all immediate family members at least once a year with Management. All non-immediate family are considered guests or renters.
 - ii) The guest fee does not apply to immediate family or guests using another owner's unit when the immediate family or guest's owner is in residence at BBC.
 - iii) As a courtesy to Management and registration processes, please complete a guest registration form four days prior to arrival. Management is flexible and will contact the owner should an unregistered guest arrive.
 - iv) If it is determined that an owner has registered a renter as a guest, the initial registration will be voided and the renter will need to be reregistered. There will be a fee for reregistration as outlined in Exhibit A.

- f) When the owner is not present, their **overnight guests** (except immediate family) **and renters need to visit the office to execute any applicable documents required by the Board** (i.e. construction waiver) and obtain and sign a copy of the Rules and Regulations Addendum which pertain specifically to them and their family members and guests. The owner is responsible to keep a copy of the Rules and Regulations in their unit to ensure their immediate family are familiar with them.
- g) All vehicles require parking authorization. Refer to Parking section for details. Towing can be enforced for unauthorized vehicles.

3. OCCUPANCY OF UNITS

- a) When the Owner or a member of their immediate family is not present, Florida law limits the maximum number of persons allowed to occupy or use a unit overnight as follows:

One-bedroom units	3 persons
Two-bedroom units	5 persons
Three-bedroom units	6 persons

- b) Rental periods for owners purchasing after Jun 2006 must be a minimum of 30 days. See the Declaration of Condominium of Bonita Beach Club for full details.
- c) Owners are liable to the Association for any damage their family, guests, renters, or any of their guests cause to any part of the common elements or limited common elements of the Association.

4. USE OF ASSOCIATION EQUIPMENT & FACILITIES

All amenities are for owners, their family, guests and renters only. Anyone using Association equipment or facilities assumes all risk of using these amenities. They are solely responsible for any harm or damage caused by their conduct and the conduct of their minors.

Please use footbaths to remove sand from your feet, shoes and beach gear before using any Association equipment or facilities.

Please be considerate and clean up after yourself when using community facilities.

All common rooms require key or code access. Each unit has a unique PIN to open the entrance gate and all keypads throughout the community. Do not share your PIN with anyone. Renters will be issued their own unique PIN numbers during the application process.

Our community is equipped with security cameras, and in the event of property damage, usage records can be reviewed.

4.1 Association equipment

- a) Vehicles such as hand trucks or golf carts are for Management and/or at management direction to use.
- b) Submit all requests to use Association equipment (such as shovels, hoses or items in storage) to Management.
- c) Association carts, located by the elevators, are available for community use. Please return these carts as soon as possible after you finish unloading.

4.2 Parking

All Owners have assigned parking space(s). All others are designated "guest" parking spaces. ALL CARS PARKED ON THE PROPERTY WITHOUT ASSOCIATION AUTHORIZATION MAY BE TOWED.

- a) No one shall park in any parking space owned by another unit owner, unless the Owner has given written permission that such space may be used by such other person and a copy of the written permission is filed with Management.
- b) Vehicle Storage and Key Access Policy: Any Owner who leaves a vehicle on the property while absent must provide the Association office with a working vehicle key, which will be securely stored. In the event of a hurricane (before or after) or other scenarios (i.e., scheduled repairs) the Owners will be notified if their vehicles have to be moved off the premises or to a specific location on the premises. If the Owner fails to move the vehicle, the Association may arrange for the vehicle to be moved at the owner's expense. If no key is provided to the office, or if the vehicle becomes inoperable (i.e., dead battery or flat tire), the Association will arrange for removal of the vehicle at the Owner's sole expense, and such balance shall be paid within 14 days. In the event the Association is forced to move the Owner's vehicle, the Association shall not be responsible for any damage to the vehicle. EV vehicles cannot be stored on BBC property during the hurricane season.
- c) Trailers, large watercraft, boat trailers, recreational vehicles, motorcycles, motorhomes, campers or Owner owned commercial (non-passenger) vehicles are not permitted on the Association property unless for the purpose of loading/unloading Owners, Family, Guests, or Renter's property. These vehicles need to be authorized in advance by Management to issue a temporary parking pass. These vehicles need to be removed within 72 hours.
- d) POD type storage containers are not permitted on the Association property unless for the purpose of loading/unloading Owner's property. These containers need to be authorized in advance by Management to issue a temporary parking pass and need to be removed within 5 days.

- e) Only vehicles authorized should be parked on Association property. All cars without authorization, or vehicles parked in another Owner's assigned spot without written permission of the Owner provided to the office may be towed after attempts to clarify with the Owner of the assigned spot.
- f) The speed limit on Association property is 12 mph. Please be aware of the many children on the property, as well as the number of vehicles backing out from under-building spaces.
- g) Assigned parking is for passenger vehicle parking only. No other items, may be stored in these areas. Unauthorized items may be removed for disposal without notice.
- h) Horizontal parking in vertical parking spaces is not permitted, except for contractors' vehicles in the performance of Association services.
- i) Car maintenance and repairs involving flammable fluids are not allowed in the parking area, including oil changes.

4.3 Towing

The Association has a contract with a towing company to enforce illegal parking. Warning signs to trespassers are posted at the entrance gate and in the parking lot.

- a) Management and designated owners monitor the parking lot for trespassers.
- b) Proper usage of the vehicle decals and hangtags prevents improper towing action.
- c) Unauthorized vehicles are subject to towing at owner's expense. Only Management or a Board member can authorize towing.
- d) Management and designated owners issue parking violation warnings for first offenders. This provides a fair warning, giving offenders an opportunity to obtain the proper authorization. Failure to abide after multiple warnings can result in towing.

4.4 Elevators

Each building has two elevators. The internal cab dimensions are approximately 6' Wide x 4' Deep and 83" (6'11") High. When padding is installed, consider the dimensions reduced about an inch in measurements.

- a) Owners and tenants must notify Management in advance of the need to install elevator pads.

- b) No use of elevators to transport large items such as furniture, appliances, contracting supplies, may be made until Management has installed pads on the floor and walls of the elevator to protect them from gouges and scratches. Owners assume all liability for any damage caused to elevators and large items.
- c) The elevators have a “drop ceiling” with lighting installed in them. The lighting CANNOT BE REMOVED to fit large items. Doing so will damage the elevator and user is liable for repair costs.
- d) If you are transporting large items in the elevators, please first measure your item(s) to make sure the item(s) will fit in your elevator. Items too large to fit into the elevators or stairwells need to be hoisted up by crane or another manner, which is your responsibility. Items too large to be delivered or removed cannot remain in any common area, under stairways, etc. The Association assumes no liability for damages to items left in common areas.
- e) Owners assume all liability for damage caused to limited common and common areas by them or their contractors.

4.5 Smoking

Smoking is prohibited on or in all BBC areas except:

- a) the parking lot,
- b) inside a unit with Owner’s permission

Smoking is prohibited on lanais and balconies as they are not inside the unit.

4.6 Storage Lockers

Each unit has an allocation of one (1) assigned small exterior locker at no cost as specified by the plat. Exterior lockers are located in the elevator corridors floors 2-7.

- a) No unit shall have the use of more than one (1) additional small exterior locker or one (1) additional large exterior locker for which they pay an annually storage rental fee. Storage rental fees for the small and large lockers are referenced in Exhibit A. All small exterior lockers in A, B, D, and E are assigned by plat to a unit. Only C building has both small exterior lockers assigned by plat to a unit and additional small exterior lockers available for rental.
- b) Additional exterior locker rental fee will be billed annually in October by Management.
- c) Owners may retain use of exterior lockers as long as they pay the rental fee. An Owner over 90 days delinquent forfeits the use of the locker. Contents will be moved to the Owner’s unit.

- d) All rented exterior lockers are allocated to a unit and return to the Association if a unit sells.
 - i) Management or designee maintains the Locker waitlist which is available for Owner inspection. A new Owner may add his/her name to the waitlist.
 - ii) Rental lockers are allocated to a unit until the unit sells, however, an Owner of multiple units in the same building on the same floor can keep the rented locker on that floor. If the Owner's multiple units are in different buildings or different floors of the same building, rental locker assignment follows the rules below.
- e) As additional lockers become available, they will be re-assigned to the Owners on a waitlist on a first come, first eligible basis in the following sequence:
 - i) Large lockers are to be allocated first to the Owners on the waitlist on the same floor in the same building.
 - ii) Should no Owner on the waitlist on the same floor in the same building want the large locker, it will be offered to Owners in the same building.
 - iii) Should no Owner in the same building want a large locker, it will be offered to the first person on the waitlist in another building.
 - iv) Small lockers for rental purposes follow the same process as described above, however, small rental lockers are only available in Building C.
 - v) There are two locker corridors in Building C, North and South. For purposes of assignment rules, Building C is treated as one building.
- f) Management maintains and publishes the waitlist. A current list of Owner lockers is also maintained in the office. The waitlist should include the name of the Owner, the unit number, and the date of the request. As lockers are assigned, the date and assignment should be recorded and kept on the list, in a separate category, to assure that accurate records are kept.
- g) Should an Owner on the waitlist be assigned a small locker because a large locker is not available, that Owner could also request to remain on the waitlist for a large locker. The Owner then relinquishes the small locker when a large locker is assigned to them.

4.7 Bicycle Storage

Each unit may store up to two (2) bicycles in the designated bicycle storage areas, if there is space available. Bicycles need to be registered with Management and have a registration tag attached under the seat of each bicycle. There is one bicycle storage area:

- Bicycle storage in Building A, accessible via doors from the courtyard or covered parking area

Everyone using the Bicycle Storage areas is responsible for their general safety, equipment use safety, and conduct of themselves and their minors.

- a) Bicycle storage rental fees are referenced in Exhibit A. which Management bills annually in October. Storage rental fees for bicycles may be determined annually by the Board at an open meeting. Any unregistered bicycle (bicycle with no tag) will be removed and disposed of or donated to charity, at any time without prior notice to the bicycle owner, pursuant to the signs posted on storage area doors.
- b) Unit Owner may retain use of the bicycle(s) space(s) as long as the rental fee is paid annually.
- c) When a unit Owner sells his/her unit and does not purchase another unit at BBC, the bicycle space(s) is(are) returned to the Association. Any Owner may add his/her name to the waitlist.
- d) Management maintains a list of Owner registered bicycles and conducts an annual bicycle audit in the storage spaces.
- e) Management maintains a waitlist of Owners requesting bicycle storage space which is available for Owner inspection.
- f) When bicycle space vacancy occurs, Management offers the space to the first on the waitlist.
- g) Unauthorized items will be removed and disposed of or donated to charity.
- h) Bicycles should be stored on the floors only.
- i) Please keep your bicycles in good working condition.

Note: there are outdoor bicycle storage racks that do not require a rental fee. These are available for owner use on a first-come basis. BBC assumes no responsibility for theft/damage.

There is a Community Bicycle use program, an amenity offered to all residents who sign up.

With our prime location near beaches, we believe that providing access to bikes greatly enhance your living experience here at our beloved Bonita Beach Club. See Management for details.

4.8 Personal Watercraft Storage

No storage of small personal watercraft (i.e., kayaks, canoes, paddleboards) is allowed on the Association property except by registered Owners in the assigned space described below and based on payment of an annual storage fee.

Everyone using the Personal Watercraft Storage area is responsible for their general safety, equipment use safety, and conduct of themselves and their minors.

- a) Personal watercraft ("PWC") are stored in the designated PWC storage area located in the center of the storage shed behind C Building. PWCs include canoes, kayaks,

paddleboards and personal sailboards. Each storage space is numbered. There is one space for a 16-foot water craft, and the rest of the spaces are for craft 15 feet or less.

- i) Space permitting, each unit can store 2 PWCs in one space.
- ii) Space permitting, an Owner can store one paddleboard on top of the watercraft or 2 paddleboards in one space.
- b) Management or designee maintains the PWC waitlist which is available for Owner inspection. Management also maintains completed registration forms.
- c) Personal Watercraft Storage rental fees are referenced in Exhibit A for personal watercraft storage slot which Management bills annually in October.
- d) Management assigns a tag to all PWC Owners to affix to their watercraft.
- e) Management provides Registered Owners a key or code access to the storage building. Owners are responsible for keeping the storage shed locked.
- f) Owners retain their space as long as they pay the annual storage fee. When an Owner sells his/her unit, the storage space returns to the Association. Management reassigns it to another Owner, based on the waitlist and the size of the watercraft.
- g) Personal flotation gear, paddles, gloves, or anything but the watercraft should not be stored in the storage area. Kayak pedals are an exception. Please store them without infringing on surrounding space in a manner that could prevent an Owner from accessing their watercraft.
- h) No watercraft may be stored on the floor of the storage room unless in an assigned space.
- i) Any unauthorized items will be removed and disposed of without prior notice to the Owner. All unregistered, untagged PWCs will be removed and disposed of per the sign on the PWC Storage Area Door.

There is a Community PWC use program, an amenity offered to all residents who sign up.

With our prime location near beaches, we believe that providing access to PWS's greatly enhance your living experience here at our beloved Bonita Beach Club. See Management for details.

4.9 Swimming Pool

Swimming Hours: 8 a.m. until dusk. Posted hours are subject to operating and weather conditions, at the Management's discretion.

Pool House Hours: sunrise to 10pm. Everyone using the Swimming Pool, Deck area and Pool House is responsible for their general safety, equipment use safety, and conduct of themselves and their minors.

Keypad access number available in office.

- a) SAFETY ISSUES: There is NO Lifeguard on duty. Use the pool at your own risk.
 - i) Adult supervision required at all times for children under the age of 14 in the pool or fenced pool area. Unchaperoned children under the age of 14 will be required to leave the pool area.
 - ii) Allowed: noodles, children's flotation devices, and swim goggles.
 - iii) Prohibited: For safety, NO running on pool deck, NO diving or jumping into the pool.
 - iv) Prohibited: NO glass (bottles or other glass containers) allowed inside the fenced area of the pool.
 - v) Please lower/close umbrellas prior to leaving the pool area. This helps reduce damage should there be a sudden or overnight storm.

- b) HEALTH ISSUES:
 - i) Swim diapers required for all incontinent persons.
 - (1) Accidents related to human waste result in pool closure for at least 24 hours after professionals clean the pool.
 - (2) Owners will be responsible for such professional cleaning fees related to incidences involving their Family, Guests and Renters.
 - ii) No smoking or pets within the fenced pool area.
 - iii) Suntan oil/cream is not allowed in the pool. Shower before entering pool.
 - iv) Proper swimming attire only. Nude bathing not allowed in the pool.
 - v) Food permitted in the immediate pool bath house area and at the pool deck tables only. No food allowed in other pool area (except for Association sponsored events). Failure to clean up the areas after their use could lead to removing this privilege.
 - vi) No beverages, except water, within 4 feet of pool.

- c) OTHER:
 - i) Pool furniture remains in the pool deck area. Please do not move them outside the fenced area.
 - ii) Pool furniture is not reserved for future use. Towels and other objects left on furniture without its owner present in the pool area will be removed and placed in pool bath house area.
 - iii) All audible devices and telephone conversations should only be audible within 10 feet as not to distract or intrude upon people nearby. Association sponsored events and activities are exempt.
 - iv) Ball or frisbee playing is not allowed in the pool or pool area.

4.10 Social Room, Meeting Room and Lounge

No common element(s) may be used to the exclusion of other owners, their families, their guests and renters without the approval of Management.

Everyone using the social room, meeting room or lounge is responsible for their general safety, equipment use safety, and conduct of themselves and their minors.

The social room is in the A building, meeting room is in the D building, lounge is in the C building. These rooms require key or code access.

- a) Owners may submit to Management a signed written request form (available from Management and on the website) to reserve common areas (A building Social Room, D Building Meeting Room) for private parties. Reservation requests available for owners are recognized on a first-come, first-served basis.
- b) Approved common room reservations require a security deposit and a cleaning fee.
 - i) The security deposit and cleaning fee as referenced in Exhibit A. Refund, if any, of the security deposit may take up to 14 business days.
 - ii) Scheduled sponsored Association events (through committees or recognized activity groups) are excluded from the deposit rule.
- c) You are responsible for room/site setup for their events. If more tables or chairs are needed, please contact Management.
- d) Each committee and activity group can request Management room/site setup assistance based on availability. However, you should seek volunteers for room/site setup. The committee and activity groups are responsible for the cleanup of their events.
- e) All decorations for common areas need to be removed within 12 hours after a function.
- f) Please be considerate when using community amenities.
- g) The Association assumes no liability for damages to personal items left in common areas or personal injury incurred in using the common areas.

4.11 Game Room

Hours: 8:00 a.m. to 10:00 p.m. The Game Room is in the B building.

Everyone using the Game Room is responsible for their general safety, equipment use safety, and conduct of themselves and their minors.

- a) All equipment is provided and/or facilities shall be used at the risk of the person using the equipment and/or facilities. All persons under the age of 18 must be accompanied by an adult when inside the game room.

4.12 Tennis/Pickleball Courts

Hours: 8:00 a.m -10:00 p.m. or dusk whichever is earlier, dependent on weather conditions at the Management's discretion.

Everyone using the tennis/pickleball courts is responsible for their general safety, equipment use safety, and conduct of themselves and their minors.

- a) Play is on a first-come basis – No reservations. Be courteous with court time while others are waiting.
- b) Courts are striped for tennis or pickleball.
- c) All equipment and/or facilities shall be used at the risk of the person using the equipment and/or facilities. All persons under the age of 12 must be accompanied by an adult when inside the tennis/pickle ball courts.
- d) Please wear proper non-marking footwear and bring your own equipment.
- e) Skateboards, bicycles, and inline skates are strictly forbidden on the courts.

4.13 Shuffleboard /Bocce Ball Courts

Hours: 8:00 a.m - 10:00 p.m. or dusk whichever is earlier. Dependent on weather conditions at the Management's discretion.

Everyone using the shuffleboard/bocce courts is responsible for their general safety, equipment usesafety, and conduct of themselves and their minors.

- a) All equipment and/or facilities shall be used at the risk of the person using said equipment and/or facilities. All persons under the age of 12 must be accompanied by an adult when using the shuffleboard courts.
- b) Please return the shuffleboard equipment to the pool house storage after use.

4.14 Fitness Room

Hours: Nov-Apr 7:00 a.m. to 10:00 p.m. Management may find it necessary to adjust these hours of operation at its discretion.

Hours: May-Oct 7:00 a.m. until dusk. This is turtle season and minimizing light emission is enforced. The fitness room is in the E building.

Everyone using the fitness room is responsible for their general safety, equipment use safety, and conduct of themselves and their minors.

- a) All equipment and/or facilities shall be used at the risk of the person using said equipment and/or facilities. Only persons who are 18 years of age or older are

permitted in the fitness room. Children over the age of 13 are allowed so long as accompanied by an adult.

- b) Please wear proper exercise shoes to use this equipment. Keep the equipment and room clean by removing sand and dirt from shoes before entering the fitness room.
- c) Clean any equipment before and after use. Sanitized wipes are provided for this purpose.
- d) Turn off the TV and lights if no one else is present when you leave. The door will automatically lock when you leave.

4.15 Library

Hours: 8:00 a.m. to 8:00 p.m. The library is in the E building.

Everyone using the library is responsible for their general safety, equipment use safety, and conduct of themselves and their minors.

- a) The library has an assortment of books, magazines, puzzles and games for all ages.
- b) Return borrowed items for others to enjoy.
- c) Donations of items in new or in good condition are appreciated.

4.16 Workshop Room

Hours: 8:00 a.m. to 8:00 p.m. Management may find it necessary to adjust these hours of operation at its discretion. The workshop room is in the D building.

Everyone using the workshop room is responsible for their general safety, equipment use safety, and conduct of themselves and their minors.

- a) The workshop room provides a place for small projects.
- b) You may leave a project unattended that is in progress and/or drying. Please leave a note with your name and contact information should another person have a question for you.
- c) Clean the area of debris after you are done.

4.17 Laundry

Hours: 8:00 a.m. to 9:00 p.m. Laundry room is in the south lobby of C building.

- a) Do not leave appliances unattended while they are in operation.
- b) Do not overload the appliances.

- c) Tints or dyes are not permitted in the laundry room or in any of the appliances.
- d) Please leave the laundry room and appliances in clean and working condition.
- e) Leave the doors to the washers open after use. Closing the doors may cause mold buildup.
- f) Please report any problems or non-working machines to Management.

4.18 Grills and Picnic Area

Gas grills will be located in areas designated by the BOD. Grills should never be moved. Please be considerate when using the grills:

- a) Turn the gas off at the gas canister and grill controls.
- b) Scrape the grill surfaces clean before they cool off.
- c) Contact the office asap if the gas canister is empty.
- d) Extra gas canisters are accessible in the locked storage rack located at the south end of the maintenance garage. Lockbox code is available from Management.

The trash huts are never to be used as cover for grilling during inclement weather.

Keep the picnic area clean after your use.

5. PETS

- a) No dogs are allowed in or on the Association property.
- b) Owners are allowed to keep, maintain, or possess no more than one (1) cat and (2) birds in their unit, provided such pet(s) do not disturb their neighbors.
- c) Pets are to be kept within the Owner's unit except when being carried on or off the property in a closed carrier.
- d) Pets are not to be carried in community-provided carts.
- e) Dispose of animal waste in tied plastic bags and put in the dumpster. Litter receptacles cannot be transported to the dumpsters using the community-provided cart.
- f) Litter receptacles are not allowed on the balcony or lanai. They need to be kept within the air-conditioned portion of the unit.
- g) Family, Guests or Renters may not have, possess, harbor or maintain any pets on or about the condominium premises.

6. PREPAREDNESS TO PREVENT AND HANDLE EMERGENCIES

6.1 Access & Contact

All Owners should follow all federal and state guidelines during an emergency. Management may have an immediate need to access any unit on the property; please assist by:

All Owners are required to provide the office with a working key and if applicable the door keypad code (batteries may fail, and a key is the priority means of access). If the Owner has hurricane shutters that cover the lanai and/or unit door, the shutter crank (and the remote control for electric shutters) needs to be accessible to Management.

- a) All Owners are encouraged to provide Management with current emergency contact phone numbers and email addresses. If you have a local emergency contact, please provide Management with his/her contact information.
- b) For condo caretakers, the Owner is responsible to provide the condo caretaker with the access via the Checkpoint App or the caretaker can call the owner from the gate and the owner can buzz the gate open. DO NOT give your PIN code to others.

Whenever practical, Management or a Board member will notify an Owner and obtain permission in advance of entering their unit. In an emergency situation, when it may not be possible to contact the Owner in advance, Management or a Board member will notify the Owner the next business day to explain what occurred and why entry to the unit was required.

When access to units is required, whenever practical, Management or a Board member will accompany a vendor hired by Management or the Association.

6.2 Security

Protect yourself and your property from injury, theft and vandalism. Even in a gated community the risk of theft and vandalism is high. Outsiders conducting business are seldom escorted off the property when finished.

- a) Provide vendors (contractor, maintenance service, housekeeper, etc.) access using the gate entry system.
- b) Visitor parking passes are available in the office and will be issued for the day and time the visitor will be at BBC. Visitor passes may not be reused. Reused parking passes are invalid, and the visitor's car may be towed.
- c) Never give access codes for locked amenity spaces to vendors or repair people.

6.3 Fire

The main fire risks are from electrical appliances such as stoves, extension cords, and dryer vents.

- a) Owners are responsible to ensure their electrical system is in good working order. The Association recommends Owners have an electrical inspection by a FL licensed electrician at least every 10 years. Breakers and wiring need to be free from rust, burns and corrosion. Flickering lights and breakers that pop can be a sign of electrical trouble.
- b) Ensure you have GFI outlets near sinks in the kitchen and bathrooms.
- c) Units must have a smoke detector in the hallway outside the utility room door and kept in working order.
- d) Owners are responsible to clean out their dryer's lint trap after each use.

6.4 Water

If there is a leak from YOUR unit, you will be financially responsible for any damage caused in your unit and other affected properties including any surrounding units, limited common elements, and common elements. This paragraph shall exclude damage caused exclusively by leaks from the common elements.

All sinks, toilets, ice-makers, washers, dishwashers, water heaters, AC runoff and supply lines and valves should be in good working order and replaced if not.

- a) If your unit is VACANT for 3 or more DAYS, you **must turn your** WATER MAIN completely OFF and turn OFF your WATER HEATER and/or its circuit breaker.
- b) Owners must replace tank water heaters more than 10 years old. Age is determined by the manufacture date on the tank water heater or the installation date as evidence by your paid receipt. Please write the installed date with permanent marker on the tank. If there is no installation or manufacture date on the water heater, Management may require a paid receipt as proof of the water heater's age.
 - i) To update the records, please present Management with a copy of your receipt when you change your water heater.
 - ii) If you have a tankless water heater, please be aware that they require yearly maintenance to ensure they are operating at full flow.

6.5 Wind/Pre-Hurricane Preparations

These preparations are to prevent objects from becoming airborne projectiles that could cause damage to property or injury to persons. Hurricane season runs approximately May 15 – November 30.

- a) Lanais and Balconies: Remove ALL furniture, wall hangings, decorations, etc. so walls, floors and ceilings are completely empty of everything except lighting fixtures, permanently installed fans or bolted towel racks.
- b) Management is not responsible for moving all furniture on lanais and balconies or lowering hurricane shutters when a storm is imminent. You will be billed as outlined in Addendum A if Management to attend to these needs on your behalf.
- c) Hurricane Shutters provide excellent protection only if used and maintained properly. Make sure whatever shutter you install can be opened and closed with the manual crank provided by your installer.
 - i) Cranks are not universal; your neighbor's may not work on your shutter. Please advise Management where you keep your shutter crank and how to access it.
 - ii) If you have electrically operated hurricane shutters, make sure they can also be operated manually. After a hurricane the condo may be without power for weeks and if your shuttered door cannot be opened, you will bear the expense of having your shutter dismantled to gain entry.

6.6 Insurance

We strongly recommend you purchase a policy with enough coverage to completely repair your unit, to allow you to replace your personal belongings and provide liability coverage. For any insurance information, please contact your insurance agent.

7. ACTIONS BY OWNERS, THEIR FAMILY, GUESTS, and RENTERS

Please make all requests for work orders or repair services to Management. All requests are subject to Management approval.

Owners, their Families, Guests, and Renters, as well as any visitor, shall not:

- a) Take or cause to be taken within the unit, any action that would or could jeopardize the soundness or safety of any part of the condominium property, Association property or the common elements.
- b) Impair any easements or rights appurtenant to any member, the condominiums' property, Association property or the common elements.

- c) Ask, request, hire or use any of the Management or condominium staff to perform personal services for them, except by Management issued work orders.
- d) Keep, place, or maintain any plants, pots, shoes, or other objects on ledges of any balcony.
- e) Hang or shake any cloth, clothing, rugs, beach towels or any other object whatsoever from any balcony, porch, railing, window or door.
- f) Participate in picnics or sporting activities in the courtyard while the grass is treated with chemicals.
- g) Store anything under the first-floor stairwells, between the buildings, at the ends of the buildings or within the courtyard and any common area. Unauthorized items will be removed for disposal without notice.
- h) Wash any seashells in common area sinks.
- i) Post any notice or sign in the hallways, stairwells, or other Association property except inside glass display cases by the elevators without the approval of the Management.
- j) Use a charcoal/gas grill or any smoker on any lanai, balcony, common element, or Association property except in the designated grilling areas.
- k) Store gasoline, propane, or other flammables anywhere on the Association property.
- l) Allow any light to emit from any window, lanai or balcony from 9 p.m. until 7 a.m. during turtle nesting season from May 1st to November 1st. This Florida State Law carries a fine against the violator. Owners are responsible for fines for light coming from their units should fines be assessed against the Association.

8. TRASH

Dispose of trash in the dumpster located in each parking lot.

- a) **Recycle properly:** Paper, glass and plastic (excluding plastic bags) to be placed in recycling bins. If disposing of recyclable items in a plastic bag, put recyclables in designated bins and then throw plastic bag in dumpster. If recycling bins are full, items should be placed in dumpster.
- b) **Large items:** Furniture, carpeting, appliances, mattresses, etc. are NOT to be deposited into any dumpster. Please contact Management if you need to dispose of large items.
- c) **Contractors** may NOT use any Association trash bins or dumpsters. When contractors need a trash container/dumpster for a period of time, in addition to securing it on their own, they must obtain permission in advance with Management who will also designate a place for the container/dumpster. Owners should inform their renovation/repair contractors of this rule.

9. NOTICES

The location for posting notices of Board of Directors and unit Owners' meetings, shall be the bulletin board in the office of the Association and in each building on the bulletin boards in the elevator lobby on the ground floor, and may be provided electronically for those owners that consented to electronic notice.

10. MODIFICATIONS and REPAIRS

The Owner needs to complete an **Interior-Exterior Modification Form**, including description and drawings of proposed change(s) for all work described below. A Board member reviews this form for approval. See Management for the form.

10.1 Interior

- a) If applicable, the Owner must provide an architect's report verifying that the proposed renovations will not compromise structural integrity of the building.
- b) When replacing, repairing, or installing flooring, the Owner must include sound proofing material. Prior to this installation, the Owner must provide Management the certification and sound proofing material details from the contractor, and allow Management to inspect the installation.
- c) When replacing or repairing plumbing it is strongly recommended that the existing cast iron plumbing pipes be updated to PVC.
- d) Repairs within your unit requested by the Association should be completed in a timely manner by a licensed and insured contractor. You will be financially responsible for any damage caused in your unit and other affected properties, limited common elements, and the common elements for your failure to address the requested repair.

10.2 Exterior

- a) Air Conditioning Unit Noise and Installation Requirements: If a rooftop air conditioning unit is determined by the Association to be excessively noisy, defective, or requires replacement, the Owner will be responsible for the replacement of the unit within 21 days from receiving notice from the Association. All rooftop air conditioner units, installed after rule implementation, must be installed with anti-vibration pads beneath them to reduce noise, maintain community comfort, and prolong the life of the unit.
- b) The exterior of your unit, comprised of your balconies, doors, railings, walls, floors and ceilings, are considered "Limited Common Elements." There are restrictions to what you can do to modify their appearance, form or function.

- i) Your unit entry door needs to be installed per applicable building code, and Miami-Dade hurricane and wind rated. **or have a Miami Dade approved hurricane shutter.** If installing a glass panel in the door it needs to be translucent and clear (not colored), with impact-resistant(Miami-Dade hurricane and wind rated) glass in compliance with local building codes.
 - ii) Doors leading directly into your residence from the lanai can be either beige or white.
 - iii) Do not install colored or opaque glass in your front door, sliders or kitchen windows. Turtle glass is allowed. Turtle glass reduces light projection to protect marine turtles.
 - iv) Only the Association has the authority to paint these elements.
- c) Window and Door Replacement Standards: When replacing any window or exterior door, including sliders, the owner must ensure the new installation meets both the Hurricane impact requirements and Miami-Dade standards and provide documents to the BBC office.
 - d) All doors, sliding glass doors and windows must meet Miami-Dade hurricane impact glass requirements as mandated by the Association's insurance policy. If your door does not meet wind mitigation requirements, you will need to install a Miami-Dade rated hurricane shutter (at your cost) to protect your front entryway. You may obtain wind mitigation requirements upon request to Management.
 - e) Specifications for Building Entrance Doors from hallway into lanais facing, and visible from, the courtyard. These doors are based on a design provided by the original builder. They are white screen doors equipped with latches so they can be secured from the inside.
 - i) As they are readily seen anywhere in the courtyard, and the Association requires a uniform appearance, and must remain white with no glass or plastic. Any newly installed doors must be of the same as or better quality than the original doors.
 - f) Interior Facing Lanai Entrance Doors from hallways for "end" unit in all buildings where the doors lead to larger lanais must remain white. Any newly installed doors must be of the same as or better quality than the original doors. Door specifications for interior "connecting" units in C Building in the 30 and 32 apartment stacks. These units serve as emergency exits if an elevator is inoperable or a stairway unusable, and as such, cannot be equipped with locks, jammed shut with door stops or otherwise blocked. The units are clearly marked as "Emergency Exits" and should only be used by those not owning these units in a true emergency, not a cut through to the adjoining building. Any newly installed doors must be white, and of the same as or better quality than the original doors.
 - g) You cannot permanently install decorative features or place objects that are smelly or offensive on balconies and lanais due to their public status. Your balconies and lanais are "limited common elements," limited to your personal use, but designed to look uniform in appearance to the rest of the community.

- h) Any permanent modifications to your unit's exterior needs to be reviewed and approved by the Board to ensure that building codes are met. Forms are in the Management office.

11. ACCESS to ELECTRICITY OUTSIDE an OWNER UNIT

Electric access outside your unit is considered a common element. It is not for personal use of electric vehicles, electric bicycles, portable refrigerators, any device with a battery that supports a means of transportation (conveyances).

- a) Only small personal items powered by electricity can be plugged into electrical outlets in the common rooms.
- b) The Association does not provide electricity in any locker, storage room or public area to charge or provide power to your larger personal belongings. Outlets on the property shall not be used to charge or power larger personal items, electrical cars or conveyances.
- c) The Association does provide a small vacuum for cleaning and an air compressor, all located at the north end of the maintenance shed.
- d) You cannot run an extension cord or electric line from your unit to charge a personal item or vehicle outside.
- e) If you own an electric vehicle or other conveyance, you need to make arrangements to charge it off premises.

12. DRONES and SURVEILLANCE/PRIVACY CAMERAS

- a) Under no circumstances are drones or your personal cameras allowed to fly over, hover near, or be setup on, or attached to any common area or other Owners' units.
- b) You may setup cameras for security within your own unit, lanai or balcony. The Association assumes no responsibility for the actions of Owners, their Families, Guests or Renters in surveillance not installed by the Association.
- c) Owners are allowed to use video and voice type doorbells equipped with a camera.

13. CONTRACTORS, CONSTRUCTION DEBRIS and THEIR USE OF ASSOCIATION EQUIPMENT

All Contractors and repair/service people are required to sign-in and sign-out in the Office. Loud work is only permitted Monday thru Friday, excluding holidays, between the hours of 8am –5pm. Work related to resolve emergencies is an exception.

Contractors and repair/service people are NOT allowed to use Association equipment, including carts, golf carts, trash areas, dumpsters or recycle bins. They must secure their own trash container/dumpster or remove any construction debris/trash by truck.

When a contractor needs a trash container/dumpster for a period of time, in addition to securing it on their own, they must obtain permission in advance with Management who will also designate a place for the container/dumpster.

14. BUILDING and MAINTENANCE STAFF

Management supervises all staff members. When you see something that needs to be fixed or replaced around the community, please notify Management. Management then coordinates and schedules the needed work.

Owners should not request or utilize staff members to assist with owner's personal requests within their unit, except by Management issued work orders.

15. VIOLATIONS

- a) Management notifies the Owner, their Family, Guest, or Renter who committed the violation. Management will also notify the Owner, if not present, and the Association President.
- b) The Board of Directors will seek to resolve violations of the governing documents. The aggrieved parties should present their concerns in writing to the Board.
- c) The Board of Directors may, pursuant to Florida Statutes Section 718.303, impose fines, not to exceed \$100.00 for failure to comply with the provisions of the condominium documents, including the rules and regulations, by Owners, their Families, Guests, Renters. A fine may be imposed for each day of a continuing violation with a 14-day written notice and an approval by a Fining Committee at an appeal meeting, provided that no total fine shall exceed \$1,000.00. Any fine imposed must be less than or equal to the prevailing maximums allowed in the Florida Statutes.
- d) The Board of Directors may seek other remedies as allowed in Florida Statutes Section 718.303.
- e) A Fining Committee may oversee the violation appeal process including the determination of whether to confirm or reject the fine or suspension the Board levied. Fines are due 5 days after a Fining Committee approval.

EXHIBIT A – FEES (Approved January 26, 2026)

Guest/Renter Admin: \$140/per registration

- *If it is determined that an owner has registered a renter as a guest, the initial registration will be voided and the renter will need to be re-registered. The fee for re-registration will be an additional \$150*

Common Room Reservations - Security deposit: \$100/per use

Common Room Cleaning: \$100/per use

Community Bike Program:

- Payment of BIKE one-time non-refundable entry fee. \$75/participant
- Payment of annual storage/maintenance fee. \$25/participant

Community PWC/Kayak Program:

- Payment of PWC one-time non-refundable entry fee. \$100/participant
- Payment of annual storage/maintenance fee. \$25/participant

Hurricane Preparation:

- Management is not responsible for moving all furniture on lanais and balconies or lowering hurricane shutters when a storm is imminent. You will be billed \$200.00 if Management needs to attend to these needs on your behalf.

Storage Lockers Small: \$50/annually

Storage Lockers Large: \$100/annually

Bike Storage: \$25/annually

PWC/Kayak Storage: \$75/annually

RFID Tag: Each unit is issued one for a personally owned vehicle (not a rental). Additional tags are \$35/each