

WELCOME TO THE PARKSIDE OF ONE BAYSHORE CONDO ASSOC., INC.

This is your new home and we welcome you, your family and friends. Included in this Welcome Letter is information that will be helpful to you as you settle into your new home.

OFFICE HOURS are 9 A.M. to 5 P.M. Monday through Friday. The office is located in the service hallway of the east building. In case of an emergency, before or after hours, please call the Greenacre Properties main office at (813)600-1100.

ASSOCIATION INFORMATION

BOARD MEETINGS - Are held on the **3rd Tues.** of each month unless otherwise posted.

The meetings are held in the Fitness Center located on the 6th floor of the west tower and start at 6:30 P.M. The agenda for all meetings is posted on the bulletin board located in the mail room the Friday prior to the meeting. All owners are welcome and are urged to attend.

NEWSLETTER- The Association publishes a newsletter every quarter. You can download a copy from the website, subscribe at the website to have a copy emailed to you or pickup a printed copy from the mailroom.

WEBSITE - The Parkside of One Bayshore website may be found at www.1bayshore.com. The website contains important announcements, copies of Association Documents and Rules & Regulations, monthly Board meeting minutes, current and prior newsletters and a method of contacting the Board of Directors. You may use the “contact us” page to provide your email address. We will use this address to send you the newsletter and any other messages of critical importance.

There are two bulletin boards in the mailroom. The board with a glass cover is used for announcements from the Board of Directors or Association Management. The remaining bulletin board is for use by residents.

BUILDING AMENITIES:

FITNESS CENTER - 6TH FLOOR WEST TOWER

- Hours of Use: 5AM – 11PM

SWIMMING POOL AND GRILLS - 7TH FLOOR

- Hours of Use : Sunrise to 10PM

Each unit owner is provided a key that accesses the fitness room.

FITNESS CENTER – The fitness center is for the exclusive use of the residents, their family and friends. OUTSIDE TRAINERS ARE NOT PERMITTED TO USE THE FACILITY FOR TRAINING ANY PERSON OTHER THAN AN OWNER OR RESIDENT. OWNERS AND RESIDENTS ARE NOT PERMITTED TO USE THE FITNESS CENTER TO PROVIDE

PROFESSIONAL TRAINING TO OTHERS FOR A FEE OR TO USE THE FITNESS CENTER FOR A TRADE WHICH GENERATES OUTSIDE PEDESTRIAN TRAFFIC.

Pets are not permitted in the fitness room except for certified registered assistance service dogs.

Children under the age of 16 must be accompanied by an adult.

Please be considerate of those that live below the Fitness Center if you exercise early morning or late in the evening. When you drop the weights or bounce the balls the units below can hear all of this. Do not attempt to move or relocate equipment as it may cause damage to the equipment and cause the Association unnecessary and expensive repairs.

SWIMMING POOL AND GRILLS - The swimming pool and 2 gas BBQ grills are located on the 7th floor between the two towers. Use of the grills is on a first come first serve basis. Extra gas canisters for the grills may be found in the cabinet below each grill. Please make sure you turn the propane tanks **OFF** when you are finished with the grills. Be sure to clean the grills after you have finished cooking your meal.

The pool deck CANNOT BE RESERVED for parties.

There is an emergency phone at the pool area to call 911 in case of an emergency.

The following is a list of Pool Rules

- i. Hours of use are from sunrise to 10PM.
- ii. No pets allowed in the pool area at any time except for certified registered assistance service dogs.
- iii. No glass allowed in the pool area at any time.
- iv. No one is allowed in the fountain.
- v. Children under the age of 14 must be accompanied by an adult.
- vi. No diving in the pool.
- vii. No running or playing loud music in the pool area.
- viii. Pool deck access doors must remain closed at all times – do not prop open the doors.
- ix. Proper swim attire for a family environment is required in the pool area. Females must wear a top and bottom and males must wear bottoms. Underwear and jean cutoffs are not permitted.
- x. Pool deck area use is on a first come, first serve basis – no area of the deck can be reserved.
- xi. Grill use is on a first come, first serve basis and cannot be reserved. Owners and tenants are responsible for cleaning the grill and grill area after use and must shut off the propane tanks.
- xii. If an accident occurs in the pool, such as vomiting or defecation, the emergency number for Property Management shall be contacted immediately.

ALL OF THESE RULES ARE FOR YOUR SAFETY AND STATE LAW.

MOVE INS/ MOVE OUTS and DELIVERIES – All move-ins/move-outs and large deliveries are permitted only during normal business hours Mon-Fri 8AM-5PM. You must notify the office **no less than 48 hours in advance** to reserve the freight elevator for it to be

properly padded. All move-ins or move-out as well as ALL large item deliveries or pick-ups are to be through the **east side service hallway of the main building (through the double doors near the mailroom)**. NO large item deliveries, i.e. furniture, appliances, etc., are ever allowed in the passenger elevator in the east or west tower or through the main building entrances.

Damages to common areas will be the responsibility of the owner/resident that are either caused by the movers, the delivery company or yourself. Management will determine the extent of the damage and the cost to repair said damage which will be billed to you.

On the day of move-in/out or delivery we will have the freight elevator padded. The elevator key to lock out the elevator will be hand delivered to the owner/resident reserving the elevator and must be signed out in the association office the day of reservation. If the elevator is not locked out and the door is held open the other elevator will not be called to other floors which forces residents to wait unnecessarily or be forced to walk down the stairwells.

Your delivery company **MUST** take the containers (boxes, etc.) and the old appliances with them, including TV's, hot water tanks, furniture, etc. Under no circumstance shall boxes be placed down the trash chute.

BOXES - All boxes, including moving boxes **MUST BE BROKEN DOWN FLAT** and placed outside next to the recycle bins near the east tower service entrance. The dumpsters are put out on Monday, Wednesday and Friday mornings for trash pickup. Please bring your boxes down on the above days in the mornings. Waste Management does not usually pick up before 12 noon. **DO NOT STUFF THEM INTO THE TRASH CHUTE** – this will cause a blockage and prevent others from placing their trash down the chute.

TRASH CHUTES – Only “**bagged**” trash is to be put down the chutes. Boxes are not allowed as these block the trash chute. We also ask that you do not put **glass** down the chute. Once it hits the compactor the glass shatters and causes problems with the compactor.

RECYCLE BINS – Are located at the **east end of the east tower service ramp as well as additional bins located on the pool deck. The bins on the pool deck are for glass and plastic ONLY.** The bins located at the service ramp are for newspapers, plastic, glass, cardboard, aluminum, steel, etc. Please see the recycle notice on the bulletin for a complete list of acceptable recyclables. **NO TRASH IS ALLOWED IN THESE BINS.** By utilizing the Recycle Bins it reduces how many times the trash containers are picked up which saves the Association money.

SUB-METERED WATER BILL - All owners/ residents are responsible for paying their water/sewer bill through ISTA. You can go on-line to www.ista-na.com/ at Customer Support or call 1-866-737-4943 if you have questions regarding your account. The management office also has this on the Association computer which allows the Association to monitor each unit for the correct billing information, i.e. name and address. Management is responsible for making changes to the billing information. If you are an owner and are renting your unit, please inform your tenant of the water/sewer billing procedures if they are required to pay for the service.

E-MAIL ADDRESS - We would like to have your e-mail address so you can be notified by the Association of any information that you should know about. Please contact the Association Manager with this information.

ENTRY PHONES- In order to program the front door access keypad with your name and contact information, the Association would need a local 813 phone number to use for guest access. Cell phone numbers are not guaranteed to work. When someone calls you from the entry phone, press 9 on your phone and this will release the front door lock. If you have cable TV and want to see who is at the entry phone, put your TV on channel 96 to view your guest.

UNIT KEYS – Should you change the lock on your door the Association requires a copy of the new key. This key is kept in a secure place which the fire department has access to as well as management and is used only in case of an emergency. Should the Association have to enter a unit in these cases and find the key does not fit the owner will be responsible for any costs incurred in order to gain emergency access to the unit. Owners should take appropriate measures to have an additional key available either with a neighbor, family member or friend in case of a lock out. The Association staff or Board members WILL NOT provide the owner or resident with the emergency access key. The owner or resident would need to contact a locksmith if other remedies were not made.

ALTERATIONS TO UNITS – This is a POST TENSION BUILDING and **no one is allowed to drill into the floor, ceiling or any exterior portion of the unit.** You risk hitting one of the cables which can cause major damage to the building. Additionally, each unit and all common areas are installed with a sprinkler system. Please take all necessary precautions during alterations not to damage a line as this can cause extensive flooding and expensive repairs.

If you are planning on making any alterations to your unit there is an approval form that must be filled out and returned to the management office with proper documentation of what alterations will be made. The Board must approve your request BEFORE any alteration begins.

MAINTENANCE FEES – Are due and payable on the 1st of each month. You should have coupons for the entire year that are mailed to you from the management company. Should you receive them from the prior owner please notify Greenacre Properties at (813) 600-1100 and Kathleen Pecor will have new ones ordered for you. If you would like to have your maintenance fees automatically deducted from your checking account, there is a form you can pick up at the on-site office or call Greenacre Properties so Kathleen can mail you or email you the form.

INSURANCE – The Association's insurance is through All Lines Insurance. If you need a copy of the Flood Insurance Certificate please call toll free to **877-456-3643** or email www.eoidirect.com and you can download a certificate of insurance with no waiting. EOI Direct does charge a delivery fee for Certificate Holder additions, however, there is no charge to register for this service. The master policy is available free of charge.

If you have any questions you can always call Tammy Milikan, agent, at **727-446-5721**.

Each unit owner is required by law to maintain condo unit insurance for their individuals unit and contents. Please provide the Association Manager with a current copy of the Declaration page of your condo unit insurance policy.

SECURITY CAMERAS – There are 12 security cameras through out both towers which are recorded in the manager’s office. There is one at each of the main entrances to the building, one at the side service entrance, two in each lobby, two on the second floor garage level, one at the garage entrance ramp and two at the pool area. Should you witness something or someone that doesn’t look like they don’t belong here, please call the office and let management know.

PARKING – Visitor/guest parking is located on the second floor garage level on the left side prior to the gate. These spaces are not for resident parking. Parking spaces located on the right side facing Platt Street are for the retail office, Association Manager and Maintenance staff only and are not for resident or guest use. These areas are plainly marked so please be considerate and park in you own assigned space. The Board does have the right to tow your vehicle out of these spaces as does Phillips Development.

Additional guest parking is located directly next to the Aids Memorial Park on West Hyde Park Place across from the East tower and along West Hyde Park Place along the building side of the street. DO NOT park next to the empty lot which is fenced in along W. Hyde Park Place as the city has posted No Parking signs along that side of the street.

Passenger vehicles only are permitted to park in the guest or residents parking spaces. Additionally, parking spaces located in the brick area directly next to the West Tower belong to Philips Development and are not for resident or guest parking. Vehicles parked in these spaces will be towed at the owner’s expense.

Please refer to the Association’s Rules & Regulations for additional restrictions.

Hopefully the above information will help. Should you need any further information please do not hesitate to contact management at (813)253-5315 or stop by the office located in the service hallway or the east building.

Again, welcome to your new home.

Parkside of One Bayshore Board of Directors
& Association Management

