

# Information, Rules and Regulations 2022



## INLET HARBOR CLUB

2424 N. FEDERAL HIGHWAY,  
BOYNTON BEACH, FL 33435

# ***Inlet Harbor Club***

## ***Intracoastal Waterway Condominiums***

Inlet Harbor Club is a hidden gem located on the edge of the Intracoastal Waterway in Boynton Beach, Florida. In addition to our community pool, we are surrounded by nearly seven acres of green space, a highly treasured commodity in this time of overdevelopment. Each of the 62 units includes a view of the courtyard and/or Intracoastal from the lanai!

We have a beautiful piece of property and as residents, it is up to everyone to be respectful of our environment and contribute to the continued success of our community. The Board of Directors respectfully asks that you follow the Rules and Regulations of Inlet Harbor Club.

These rules are necessary to maintain standards which, when complied with, can provide pleasant, comfortable, and congenial living for all owners and their guests.

Complaints and inquiries should be addressed to Phoenix Management for immediate attention.

The Board of Directors reserves the right to change or revoke existing rules and regulations and make such additional rules and regulations from time to time as they deem necessary or desirable for the safety, cleanliness, and good order of our premises to insure the comfort and convenience of all owners.

We have a beautiful place to live with an amazing green space, heated pool, gazebo, and grill area. Let's keep it beautiful by observing the rules outlined in this booklet.

Please leave a copy in your unit for use of guests and lessees.

Thank you....

The Board of Directors

## **INFORMATION AND RULES**

### ***Access to Apartments:***

It may be necessary for Maintenance staff and/or a representative of the Board of Directors to enter your unit for pest control, A/C drain cleaning, or in the event of an emergency such as a water leak or other plumbing problem. As required in our condo documents, each unit **must** provide a key for access. Failure to provide a key may result in locksmith charges should they need to be called for access, or possibly repairing or replacing the unit door if access needs to be gained in an emergency. Unit owners will be held responsible for any charges incurred. It is the unit owner or tenants responsibility to provide a new key and/or code any time the locks are changed or additional locks are added.

### ***Air Conditioning Repair/Replacement:***

The community maintenance person must be on-site and notified a minimum of 24 hours in advance of any A/C work that requires access to roof or meter rooms. All workmen must be licensed and insured – **NO EXCEPTIONS**.

### ***Applications/Approval required:***

IHC Condo Documents state that anyone over age 18 who resides at Inlet Harbor Club must have an application and approval on file with the Management Company.

### ***Assessments/Anticipated Special Assessments:***

There are no set times or amounts for any assessments. The Board of Directors will notify residents if this may be necessary.

### ***Building Exterior/Landscaping:***

To maintain the appearance of our buildings and grounds, no laundry, articles of clothing, cleaning equipment, etc. may be displayed outside of units. This rule will be strictly enforced. No objects of any kind may be attached or affixed outside of any building without prior permission of the Board of Directors. Unit owners making repairs to the outside of their units must return the unit to its original condition. If such repair is not satisfactory, management will redo the work and bill the unit owner.

Residents are not allowed on the roof without permission and must be accompanied by the maintenance staff or a Board member if they need access.

No plantings of any kind are to be placed anywhere on the property without prior approval through the Landscape Committee and the Board of Directors.

***Catwalk:***

No items are to be left on the catwalk. No items are to be placed on railings (including towels or rugs). Pets are **not** allowed loose on the catwalk.

***Clubhouse and Gazebo:***

There is no fee to use either facility, please sign-up for the date needed on the calendar posted in the clubhouse on the Community bulletin board. Please include your unit # and times you would like to reserve the space. If you are planning on using the gazebo, we suggest you also sign up for the clubhouse in case of inclement weather. You are responsible for clean-up and any damage done to the clubhouse or gazebo from your event.

Grills must be cleaned after each use; gas turned off; and covers replaced once grills have cooled. No bottled gas or charcoal grills are to be used in any area on the premises.

No pets allowed in clubhouse or gazebo.

***Convenience Carts:***

Luggage valet is located in clubhouse in the library closet. Return it immediately after use.

Grocery carts are located in the dumpster rooms on the first floor. **Carts are to be returned to the first floor dumpster room immediately after use.** Do not leave them on the walkways or by the elevators. Be considerate of your neighbors and bring them back so they're available for someone else to use!

### ***Delivery Trucks:***

All large trucks should enter and exit through the north gate. Unit owner/renter is responsible for informing delivering company which gate they are to use for access, as well as opening and locking the gate. (Clubhouse key also fits the locks on the North gate.) Repairs for any damage caused by large trucks entering via the main gate will be billed to the unit owner.

### ***Docks:***

**All docks are privately owned.** Owner permission is required before walking on a dock, fishing, dropping off inflatables, boards, kayaks, etc., from the dock area.

### ***Drains:***

An inspection and cleaning of the air conditioning drainage system may be performed by IHC. If possible, the Board asks that residents use liquid drain cleaner monthly in A/C, sink, and bathroom drains to help keep all drain lines clear of blockage. Do not pour grease down sink drains or flush items that are not easily dissolved to help prevent blockages.

### ***Elevators:***

Our elevators are an important common space within the community. Please respect others and help keep them clean and dry. When leaving the pool, dry off thoroughly before entering an elevator. Clean up any spills or drips, wet floors are a huge slip and fall hazard.

### ***Fitness Center/Game Courts:***

All fitness center rules are posted in the exercise room and should be adhered to. Hand weights and accessories are to be used in the fitness center only. Do not remove them at any time. All equipment shall be returned to its original condition and lights, fans and electronics turned off prior to leaving. Any malfunction of equipment should be reported to the Board of Directors immediately.

Shuffleboard equipment should be returned immediately following use.

Please note that children 16 years or younger, must always be accompanied by an adult 18 or over while using recreational equipment. All recreational facilities are used at your own personal risk.

***Garbage and Recycling Pickup:***

A garbage room is located on each floor between units x05 and x07 on the north side and between units x04 and x06 on the south side of the building. Please be sure the dumpster is in place and not pulled for pickup prior to releasing garbage from the upper floors. Current pickup dates are Monday and Thursday for garbage, and Wednesday for recycling.

Large items and bulk waste (i.e., mattress, major appliances, or furniture) are to be put outside the north gate by Potter Road. Call the City of Boynton Beach to setup a pickup appointment. The number is 561-742-6200. Place items there on the day you are instructed by the City of Boynton Beach. At this time the normal Bulk Waste pick-up is on Thursday.

Paint, chemicals, or large items may also be taken for safe disposal to the recycle center located at 1810 West Lantana Road (561-533-6021). It is located just west of 95 on the south side of Lantana Road.

***Grievances:***

Grievances are handled by notification to the Management Company. If corrective action is deemed necessary, the issue will be submitted to the President for action by the Board of Directors. The preferred method to communicate issues is by email or phone call to the Management Company.

Please let us know if you see something that needs attention or have suggestions to improve IHC.

***Guests:***

In owner's absence, notice must be given in writing to the Board of Directors, in advance, advising that guests will be utilizing their unit during owner's absence including dates and length of stay. All guests should be informed of community rules, and they will be expected to abide by them (ie: wearing shirts and proper attire in common areas).

Guests under the age of 18 must be supervised by the resident/owner. **Owners and renters are responsible for their guests.**

***Insurance Coverage:***

The Inlet Harbor Club Inc. Association carries insurance covering fire, liability, and property damage. Since this applies only to the building and common areas, unit owners should carry insurance on the furnishings and interiors of their premises. Accidents can occur in your unit, or in the units above and adjacent to your unit, for which you, and not the Association, would be liable. The Association's insurance policy does not protect you as an owner in such an accident.

***Keys and Entry Gate Openers:***

New owners should receive the following items at closing: Gate opener; Unit key; Key to Clubhouse (this key also opens the pedestrian gate near Front Entrance, and the north gate); Mailbox key; Storage Room key; Elevator key (needed after 9pm); and Stairwell key. Contact the Board to obtain the gate entry code for your unit or to update the phone contact information. Replacement key fobs are available for a \$25 fee through the Management Company.

***Lanai:***

The lanai is not to be used as an open storage area. Please keep it neat and close shutters to hide unsightly clutter.

***Library:***

A community library is available for all to use in the clubhouse. Please be respectful and keep books orderly. Donations are welcome, however, please limit to fiction and non-fiction materials. (Please, no cook books, magazines, or self-help books)

***Maintenance Person:***

Our on-site maintenance person currently works 20 hours per week Monday through Friday for the community. (subject to change)

Individual owners are not to use him for personal tasks during normal working hours.

### ***Meetings:***

The monthly Board of Directors meeting is currently being held the first Tuesday of the month at 6:00pm. (subject to change)

Agenda is posted on the bulletin board for each meeting.

The annual election and meeting are held in March. Letters and voting instructions are mailed to each unit owner at **the address on file with the Management Company**. If you wish to have it mailed to a different location, please advise them in writing. All other meetings are scheduled and held as needed.

### ***Meter Rooms:***

No personal property is permitted in meter rooms, tool shed, and utility rooms. Do not enter without permission. If a worker needs access, please contact the maintenance department during normal working times or the Management company if he is not on premises. In case of emergency, please contact a current Board member immediately.

### ***Monthly Maintenance Fee:***

The monthly maintenance fee is due and payable the 1<sup>st</sup> of the month, quarterly, semi-annually, or annually. Payment is due at the beginning of the 3-, 6- or 12-month period. Payment options include by check or auto-withdrawal through your bank. Contact Management Company for instructions. Interest and/or late fees will be charged in accordance with the IHC by-laws on any past due and/or received late payments.

### ***Moving In or Out:***

Use elevator with proper padding. Notify maintenance personnel at least 24 hours in advance to put elevator padding in place.



**Noise:**

It is expected that unit owners will be considerate of their neighbors and refrain from disturbing noises between 10:00pm and 8:00am. Radios and television sets should be kept low at all times. If you are on one of the upper floors, please be considerate of your neighbor below and remove loud shoes, install carpet, or add a sound-insulating buffer to avoid noise in the units below.

Please do not do laundry after 10:00pm. Noise from the machines is transmitted through the cement floors to surrounding units.

When listening to music at the pool and other common areas please use ear buds or keep the music at a low personal volume.

Excessive dog barking or bird squawking is not acceptable.

**Parking:**

Only owners, tenants, and authorized guest's vehicles are allowed in the condo parking lots overnight. Any other vehicles will be stickered and towed at the vehicle owners expense.

Restrictions – no parking in fire lanes; no back-in parking.

Covered Vehicles – must be parked by the gazebo or shed in the West lot.

Park only in the unit's designated parking spot.

No trailers can be parked over 12 hours.

No commercial vehicles can be parked overnight.

Guests/day visitors – any guest spots may be used by visitors.

Guest spots/longer than a day – any guest spots except the spots closest to the water.

**It is strongly recommended that vehicles are always locked when parked to discourage theft and damage.**

***Personal Attire:***

Proper attire, including footwear and shirts/tops **must** be worn in all public areas throughout the community. This includes to and from the pool.

***Pest Control, Interior:***

This mandatory service is performed in all units annually to protect against infestation in the complex, and is provided by the HOA. Once this service is done, any issues with pests covered in the contract will be addressed as needed throughout the year at no charge to IHC or the unit owner. Notify the Property Manager for assistance.

Notice will be posted when the annual treatment is scheduled. The technician will be accompanied into each unit by the maintenance personnel and/or a Board member. Please be sure IHC has current keys and/or codes to enter your unit, owners will be responsible for locksmith charges should that be necessary for access.

Anyone that does not wish to participate in this program will be required to notify the Board in writing on or before April 30th, and have their unit treated by a licensed pest control company of their choice at their own expense. They will need to provide the Board or Property Manager with proof of service. This is to protect the Community as a whole. It is not uncommon for an untreated unit to have some type of infestation without the owner being aware of it, especially if their unit is leased.

Chemicals used are pet and plant safe. If there is a health issue, please advise the management company in writing immediately upon occupancy.

***Pets (owners only):***

Animals and pets are restricted to a total of:

One (1) dog (not in excess of 20 pounds after maturity) or,

Two (2) cats, or two (2) birds

Pets are prohibited from the mail room, fitness area, club room, courtyard, gazebo, and pool areas. Pets must be kept out of plant and flower beds anywhere on the grounds. Pets areas are the west lawn, and along the north entrance only. (See diagram on following page)

All waste must be picked up immediately and discarded either in a dumpster, or in the individual owner's unit, not in common trash bins.

Pets must be on a leash at all times when outside the owner's unit.

Pets must be carried in the elevators.

***Feeding animals and wildlife:***

With the exception of approved pets that live in your unit, the feeding of any animals or wildlife anywhere on IHC property is strictly prohibited.

Leaving food out anywhere on the grounds is strictly prohibited.

This diagram indicates the pet/no-pet areas of the Inlet Harbor Club complex. It's very simple, everything outside of our two pet areas is a NO PET AREA. The flower beds alongside the building and walkways are not to be used for pet relief.



***Pool Rules (in addition to those posted in pool area):***

No towels are to be placed on the fence.

No floats are to be left in the pool area.

Close umbrellas when leaving.

Place chaise loungers neatly when leaving for the day.

Put chairs back around the tables.

No diapered tots in the pool.

Small children must wear swim diapers.

No glass containers in the pool or pool area.

When leaving the pool, dry off thoroughly before entering an elevator.

**Shirts or tops and footwear must be worn to and from the pool area.**

If you smoke, please be respectful of others and dispose of debris properly.

***Repairs:***

All interior maintenance is the responsibility of the unit owner. The maintenance person may be called upon to assist owners within their apartments in emergencies only. All other assistance from the maintenance person is at his/her discretion as to charges, capability, etc. and shall be performed outside normal working hours. Inlet Harbor Club Inc. is not liable for any damages or injuries outside normal working conditions.

***Rentals:***

Units may be rented once per year, per unit, after the six month waiting period.

Renters are not allowed to have pets of any kind on the premises.

The following steps are required for each rental period:

- Lease approval form submitted to Management company.
- Mandatory background and financial check.
- Interview and approval by Board of Directors and/or designated Interview Committee Members.

***Storage:***

Storage units are the responsibility of each unit owner. Since all storage units are in a shared space, please be mindful of the amount of space you use. The Board reserves the right to reallocate space as necessary for equitable use of space available. It is recommended that unit owners and tenants clearly mark their name and unit number on all stored items. The maintenance and cleaning of the cubicle is the unit owner's responsibility. Unit owners should be mindful of hazards such as fire and mildew inherent in any storage space, and under no circumstances are the storage of combustible materials permitted. The Board also reserves the right to dispose of anything deemed hazardous (ie., fire hazard, chemicals, etc.) and/or any items which the current owner cannot be identified. Inlet Harbor Club Inc. is not responsible for lost, damaged, or stolen items within unit storage areas.

***Vacant Unit:***

When unit is vacant for an extended time, the main water valve (found in laundry room) should be shut off; hurricane shutters should be closed; and boats should be strapped or tied down. If your thermostat uses batteries, it is strongly recommended they be replaced prior to a long absence to ensure AC functions in your absence.

***Workmen in Unit:***

Work is allowed Monday through Saturday from 8:00am to 6:00pm. No work is allowed on Sundays (unless an emergency). Workmen must cleanup outside unit before leaving at the end of each day.

***Disclaimer:*** This booklet is not meant to replace or supersede any legal community documents, it is intended to be a quick reference and update on new/ revised rules and policies adapted by the Board of Directors.

## **2022/2023 Board of Directors**

Ronda Nevins - President

Mario Rodriguez - Vice President

Gail Wood- Treasurer

John Caparosa - Secretary

Debbie Baughman - Member

### **Management Company:**

GRS Community Management

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