

**AMENDED AND RESTATED
GASPARILLA CONDOMINIUM ASSOCIATION, INC. (GCA)
RULES AND REGULATIONS**

APPROVED 02/02/2022

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GCA RULES AND REGULATIONS

INTRODUCTION

The following Rules and Regulations were approved by the GASPARILLA CONDOMINIUM ASSOCIATION, INC. Board of Directors on this 9th da5

These Rules and Regulations may be amended or new rules and regulations adopted by the Boards of Directors from time to time.

The Rules and Regulations in no way amend or alter the Declaration of Condominium, Articles of Incorporation or Bylaws of the Condominium, as amended, but only supplement them. In the event of conflict, the order of authority shall be the Declaration of Condominium, Articles of Incorporation, the Bylaws, and these Rules and Regulations.

By acceptance of title to or occupancy of their units, all Owners and residents agree to abide by these Rules and Regulations. In the event of the violation of these Rules and Regulations, or any of the provisions of the Declaration of Condominium, Articles of Incorporation or Bylaws, as amended, the Association may impose reasonable fines, as permitted by the Declaration and the Florida Condominium Act.

Except for emergency conditions, observed infractions of Rules and Regulations should not be handled personally but referred to the Board of Directors where they will be resolved on a confidential basis.

Failure by the Association to enforce any Rule or Regulation shall in no event be deemed a waiver of the right to do so thereafter.

Any questions concerning these Rules and Regulations should be directed to the Board of Directors.

The term resident or residents, includes, but is not limited to, Owners and their guests.

Owners are responsible for acquainting renters/lessees and invitees with the Rules and Regulations and will assume responsibility for their tenants and compliance with these Rules and Regulations. **PLEASE POST A COPY OF THIS DOCUMENT IN YOUR UNIT FOR TENANT AND INVITEE INFORMATION.** Your cooperation and observance and that of all residents and invitees, is solicited and appreciated so that we can continue to live in harmony and safety in a very desirable community and environment.

GCA RULES AND REGULATIONS

CONCEPT OF A CONDOMINIUM

We strive to maintain a delicate balance between individual rights and responsibilities and the well-being of the condominium as a whole.

You gain freedom from maintenance responsibilities.

You have use of recreational facilities.

The property outside of the units is common area, including all trees and shrubs, and is here for everyone to enjoy.

Our Board of Directors is made up of five (5) elected unit owners.

You, as a unit owner, have a voice in governing your condominium. That voice can be heard at the Board of Director meetings. At these meetings, business will be discussed based on a pre-announced agenda. You have a chance to state your opinion on any item of business being discussed.

Decisions are made based on the well-being of the majority of unit owners.

We have several committees of volunteers who help to keep the property beautiful as well as organize activities for the enjoyment of everyone. You are encouraged to become a committee member. Committees include, but are not limited to, Auction, Beautification, Building and Grounds, Cabana, Dock and Kayak, Memorial, Social, and Welcome.

GCA RULES AND REGULATIONS
SUMMARY OF RULES FOR OWNERS AND GUESTS

Welcome! Below is a summary of our rules. Your cooperation is appreciated.

SECURITY

For the security and peace of mind of our community, we strongly encourage all owners to notify the Board of Directors and the management company should you allow friends or family to use your unit in your absence. It will identify who has the authority to be in our community and identify those who are unauthorized intruders. This knowledge will forestall any embarrassing challenges to your guest by the Board or the management company. It is also reassuring to your neighbors.

VEHICLES AND PARKING

Guests should park in the open space parking at the end of each street, in front of the pool or the unit owner's parking space.

NOISE

Please be careful not to disturb others with noise after 10:00 p.m. on Monday, Tuesday, Wednesday, Thursday and Sunday and after 11:00 p.m. on Friday and Saturday. This includes shouting from the pool, roadways and lanais and noisy pets.

PETS

Occupants may not keep animals in a unit, other than 1 cat and 1 dog, not larger than 30 pounds each, a caged bird or fish.

POOL

Pool hours are from 6:00 a.m. to 10:00 p.m. Pool rules are posted in the pool areas. The pool is a private facility for residents and their guests only. Children under twelve (12) years of age must be accompanied by an adult. Excessive noise and running are prohibited. No glass containers are allowed in the pool area and no food allowed in the pool. Persons using the pool must take a shower before entering the pool.

WILDLIFE

DO NOT FEED any wildlife, including alligators, fish, turtles, squirrels, or birds. Bird baths and bird feeders (including hummingbird) are prohibited.

GRILLS

Personal grills are allowed and owners SHALL keep them at the rear of their unit. Store them in your enclosure when you are not in residence. There is a gas grill near the cabana and a wood burning grill near the docks that are available for all to use. The association supplies the propane and the wood for each of these grills.

If you have any questions about these or other rules, please ask a member of the Board of Directors.

GCA RULES AND REGULATIONS

General

1. The Condominium Act gives the Association an irrevocable right of access to each unit during reasonable hours when necessary for the maintenance, repair or replacement of any common element or of any portion of a unit to be maintained by the Association pursuant to the Declaration, or as necessary to prevent damage to the common element or to another unit. If practicable, the Association shall give reasonable notice when access is necessary. In the event of an emergency, two (2) people, preferably one of whom is a Board member or law enforcement officer or property management representative, may enter the unit.
2. The unit owner must supply a key or security code to the Association and the property manager. The keys and security codes are held by a person designated by the Board of Directors.
3. No structural changes to the unit or portions of the unit's common element will be permitted without an application, including drawings and specifications, to and subsequent approval by the Board of Directors. Any changes to the limited common elements, such as the lanai or enclosure, require prior Board approval.
4. Only licensed, insured or bonded Contractors may work in the condominium units. No contractor for any structural alterations, additions or removals will be permitted to begin work until the Unit Owner for whom the work is to be performed has secured approval from the Board of Directors.
5. Any alteration, maintenance, repair or construction work within individual units is permitted from 7:00 a.m. to 6:00 p.m., Monday through Saturday. Emergency repairs to air conditioning, plumbing and appliances may be performed as necessary. It is the responsibility of the Unit Owner to ensure that the work area is cleaned. In the event the work area is not cleaned, then the Association shall complete the clean-up phase of the work and the expense shall be billed to the Unit Owner.
6. All Unit Owners are responsible for their contractor's conduct. Contractors are not to smoke outside an owner's unit. Contractors must be respectful of all common areas and clean up any debris or repair any damages by the end of each project to the satisfaction of the Board of Directors or the property manager.
7. The installation of radio, television or electronic devices which interfere with the radio or television or internet reception of another unit will not be permitted. The installation of individual satellite dishes, antennas or aerials on the roof, on the exterior walls of the buildings, or on the common element will not be permitted.
8. The sidewalks, roadway entrances, and like areas of the common element shall not be obstructed. This includes bikes. Bikes should also not impede the lawn service company.
9. No resident, resident's pet, guest or guest's pet shall make any unnecessary or excessive noise which annoys, disturbs or endangers the comfort and repose of other residents. These restrictions apply particularly between the hours of 10:00 p.m. to 8:00 a.m. on Monday through Thursday and Sunday and 11:00 p.m. to 10:00 a.m. on Friday, Saturday and holidays.
10. All blinds, curtains and drapery liners in a unit interior which are visible from the outside must be white, off-white or wood tone (blinds). A 3-M film or reflective surface, which results in

a mirror or reflection outside is not permitted. A light window tint is permitted but must be approved by the Board of Directors.

11. No flammable, combustible or volatile fluids, chemicals or substances shall be kept in any unit or storage area except those that may be required for normal household use.

12. Fireworks are prohibited on the premises.

13. No solicitations will be permitted on the premises.

14. No Owner shall be permitted to operate any business activity on the condominium property, except as permitted in the Declaration of Condominium, Article 10.5.

15. Persons using Association recreational facilities do so at their own risk. After consulting with the responsible Unit Owner, the Board of Directors is authorized to evict any persons from the recreational area if their conduct constitutes a nuisance or danger.

16. Residents who plan to be away during the hurricane season (June – November) must prepare their units and clear their screened in lanai of all movable items (other than heavy items like sleeper sofas) before they leave. (See Seasonal Closing and Vacation Reminders and Recommendations in Owners' Welcome Folder). The Association should be informed of the address and telephone number of the resident while away. The Association has no responsibility with respect to any unit or personal property in the event of a storm.

17. Association notices are posted on the bulletin boards.

18. Owners who leave an automobile here when they are away for more than three weeks should leave the vehicle's key with the person designated by the Board of Directors to hold keys. This precaution is necessary in the event the automobile must be moved.

19. Leasing and/or renting of a unit is permitted so long as the lease is for 30 days or more and the unit is not leased more than three (3) times in a calendar year. Owners that wish to lease their unit must fill out a lease application and submit and a \$100 check to the Board of Directors for approval at least 20 days prior to commencement of lease term. See Declaration of Condominium Article 11.1.

20. Gasparilla is a residential facility. Units are intended for ownership by a sole individual or single family. Sale of any unit under time sharing, interval ownership, or similar arrangement is prohibited.

21. No unit may be permanently occupied by more than four (4) persons, or by any person under the age of sixteen (16) years excepting persons under the age of sixteen (16) years may reside as a temporary house guest for a period not to exceed thirty (30) days per year. According to the community over age 55 provisions, 80% of units must have at least one occupant 55 years of age or older. See Declaration of Condominium Article 10.2.

22. Car detailing and cleaning should occur at the owner's unit. Boat cleaning and detailing should be done in the circle at 3rd Street or at the guest parking next to the Front Street utility enclosure.

23. The Declaration of Condominium has certain restrictions concerning the sale, leasing and renting of individual units. Owners are urged to examine their documents (found on our website www.josegaspar.org) or to consult with the Board of Directors for guidance. All proposed contracts for sales, leasing, or rentals by Owners must include proper application forms completed and fees paid and be provided to the Board of Directors. Failure to comply may result in voiding of the transfer. The Board must approve or disapprove the transfer in writing within 30 days.

24. Occupants may not plant any plants outside of a unit except upon written approval of the Beautification Committee. Permission is not needed to plant annuals but you must care for them and remove them when you leave for the summer. NO pine needles allowed as mulch around buildings. Please use ONLY Beautification Committee approved mulch. (Refer to Beautification Plan)
25. Occupants may not display more than two wreathes or plaques affixed to the front entry area. Wind devices – chimes, windsocks, kites, banners, flags (excepting the US flag), etc. may not be hung or flown from the exterior of the unit or other object in the common element area. Bird baths, bird feeders including hummingbird feeders are not allowed.
26. Occupants may not display statuary other than at the rear of their unit so as not to interfere with lawn maintenance. Acceptable material would be metal, wood, concrete and resin. Acceptable colors are shades of gray, natural wood, terra cotta, green, natural metal and are to be muted tones to blend with the natural surroundings. Domestic, cartoon, farm animals and other themes are prohibited. Statuary is limited to three and shall be to scale, and the longest dimension not to exceed 30”.
27. Barbecue grills are to be kept at the back of a unit and when in use should be pulled away from the unit or lanai. Propane tanks on gas grills are not to exceed 20 pounds and are not to be stored in an Owners unit. A gas grill is located next to the cabana and a wood burning grill is located next to the docks that Owners can use. The Association provides the propane and the wood for these grills.
28. Yard sales and estate sales are prohibited unless the Board of Directors approves a community wide sale for the association.
29. Dryer vents must be cleaned a minimum of once every three years. Owners are to submit to the board secretary via email the date of the cleaning and who performed the cleaning.
30. Occupants may not display free standing and/or hanging planters other than white, gray, black, green, terra cotta or natural wood in color.
31. Occupants may not display artificial plants or flowers outside the unit.
32. Owners may display battery or solar landscape and walkway lighting on the ground in front of and/or behind the unit provided they have clear, white or flame colored lights and the light housing is either dark brown, black or stainless in color. All lighting must be approved by the Beautification Committee and the Board of Directors. All lights must be at least one foot apart and kept upright at all times. Broken, bent or burnt out lights can be removed at the Beautification Committee’s or Board of Director’s discretion. Lights should not interfere with the lawn service company’s mowers or grass trimmers. Lights must be removed and stored if the owner is going to be gone for an extended period of time.
33. Owners may not display outdoor Christmas lights before the day after Thanksgiving or after January 10th. Lights displayed outside the unit should be either white or clear only, no colored lights. The Christmas Decoration committee is responsible for decorating the common areas for the holidays.
34. Requests regarding authorization for a petitionable restriction in the Rules for Community Living are to be in writing and sent to the Secretary of the Board of Directors. If you prefer, your written request can be hand delivered to any member of the Board of Directors. The request will be reviewed at the next regular Board of Directors meeting and you will be notified in writing within seven (7) days of the Board’s decision.

GCA RULES AND REGULATIONS

Vehicles, Parking and Speed Limits

(Includes All Common Elements)

1. Each unit has been assigned two reserved parking spaces in the driveway appurtenant to their unit by the Declaration of Condominium. Parking in the parking spot assigned to other occupied units without permission of the occupant is prohibited. Authorized additional automobiles may be parked on the common element parking lot in front of the pool or at the end of each street.
2. Assigned parking spaces may not be transferred except in connection with the transfer of the unit to which they are assigned. Any mutual changes of parking spaces between Unit Owners require written agreement and Board approval. Parking in the roadways, on the grass, or non-designated parking areas is prohibited.
3. Parking areas are solely for passenger vehicles. Passenger vehicles are defined as cars, passenger vans, mini-vans, SUVs, step-through mopeds and scooters (as defined by the manufacturer), and passenger pick-up trucks. ALL vehicles shall be parked so as NOT to extend into the street and they must fit on one parking space. The passenger pick-up truck may not be used for commercial purposes and the bed may not be used for storage. Due to noise concerns, ALL vehicles are required to maintain OEM (Original Equipment Manufacture) exhaust/muffler and suspension systems. Campers and recreational vehicles are allowed for loading and unloading purposes only. Commercial vehicles or vehicles with commercial lettering are not permitted in parking areas overnight.
4. Parking a trailered boat on the property in the circle at the end of Front Street for a period not to exceed seventy-two (72) hours is allowed. This will allow preparation time for launching or storage.
5. All vehicles parked on the premises must have a current registration and be in operating condition. The storage or parking of a disabled vehicle or one under repair is not permitted. Failure to remove such vehicles after notification from the Board will result in removal at the Unit Owner's expense. Only fitted car covers are permitted, no tarps are to be used as covers.
6. No repair or maintenance of vehicles is permitted on the property except in the event of an emergency.
7. Drivers must use proper lanes and observe all full stops and posted speed limits, (15 MPH on Roadways). Please adhere to this limit for the safety of your neighbors.
8. The Association is not responsible for any damage to or loss of a vehicle or its contents.
9. Bicycles must be parked in the owner's parking spot in front of the unit or stored in the owner's enclosure and should not impede entry to units or impede the lawn service. Bicycles should not be parked on any landscaped areas and should not be parked in a way as to interfere with lawn service maintenance.
10. Bicycles must obey the posted speed signs and be operated with caution and safely.
11. The Association is not responsible for the loss or damage to bicycles

GCA RULES AND REGULATIONS

Cabana

1. The Cabana is for the exclusive use of residents, their guests and their tenants.
2. The Cabana may be reserved through the social committee for use between the hours of 8:00 a.m. and 10 p.m. with a sign posted after the approval in the cabana with the name, date and time of reservation. A thorough cleaning of all areas is required of the Unit Owner who made the reservation.
3. A resident using a caterer's services will instruct the caterer not to park on the roadway. The resident will be responsible for any damage caused by the caterer. After unloading, the caterer's vehicle must be parked at the proper location in the visitor parking area.
4. No glass, including liquor bottles, is to be used at the Cabana.
5. The Association is not responsible for the loss or theft of personal property.
6. The center mast of the flagpole at the Cabana shall display the flag of the United States of America. The remaining lower two masts can be used to display state flags of the U.S. or the home country of any Owner at GCA. An Owner's flag shall remain displayed for 24 hours before being replaced by another Owner's flag.
7. A pirate flag or other decorative flag may be displayed on the additional lower masts to indicate a social event at the Cabana. The Owner hosting the event is entitled to display their state flag on the remaining lower mast along with the pirate flag.
8. Unit Owners are responsible for the purchase and/or replacement of their respective state or country flag.

GCA RULES AND REGULATIONS

Trash and Refuse Disposal

1. Garbage is to set out for collection in trash containers with lids no earlier than 4 p.m. the night before the day of collection. To avoid attracting animals, closed plastic garbage bags must be put out no earlier than daybreak on the day of collection. The Recycle container may also be set out the night before collection. In both cases, containers are to be returned to the enclosure on collection day.
2. Garbage and items subject to odor or decay must be securely fastened in plastic bags prior to disposal. Pet waste bags must be placed immediately into the owner's trash receptacle.
3. Other trash must also be securely fastened. No refuse, garbage or trash may accumulate in places other than in lidded garbage cans or recycle containers.
4. Cartons and large boxes must be flattened.
5. Recyclable items such as plastic, glass containers and aluminum or tin containers must be placed in the appropriate container in the enclosures. This is a responsibility of the residents.
6. If there is any doubt how to dispose of an item, call Waste Management 941-493-4100.

7. Paint containers or other items containing toxic materials are to be disposed of properly. Call Waste Management for details.
8. Each unit occupant is responsible to recover spilled trash from his bags or containers.
9. When leaving for extended periods, Unit Owners and renters must arrange for garbage to be put out on the regularly scheduled day for pick up, and the containers returned to the enclosures.
10. Lighted cigarettes and butts or ashes must not be deposited in the Association's trash containers.
11. If an owner has an item that is too large to fit into their trash container, they must call Waste Management for a separate pick up of that item. Waste Management will usually pick up most items for free.

GCA RULES AND REGULATIONS

Lanais/Enclosures/Sheds, Common and Limited Common Element Areas, Ponds

1. The Lanai is the roofed, enclosed area at the rear of each unit. The Enclosure is the unroofed wooden storage area at the front of each unit. Some units also have a shed with a door attached to the side of their unit.
2. No item that could possibly cause a hazard or annoyance to others should be hung on or attached to these areas. In order to keep an attractive, uniform appearance, no item that can be seen from outside of the building should be hung on or attached to any areas covered by this section.
3. **Owners shall remove all movable objects from lanais and enclosures during an extended absence. Heavy items like sleeper sofas can remain, please move cushions to the interior of the unit.**
4. Owners shall water plants and sweep or mop so as not to allow water or trash to fall on common element areas. Waterproof containers shall be placed under all flowerpots.
5. The installation of screens, window coverings, acrylics, vinyls, hurricane shutters and tile on lanais and front doors is permissible, but these installations must be approved by the Board of Directors. No mirror surfaces or surfaces that have a reflection may be installed. Formal application must be made to the Board of Directors for permission to make these installations. Owners that wish to paint the interior of their lanai must have the paint color approved by the Board of Directors.
6. All areas governed by this section of the Rules and Regulations shall be kept free of unsanitary material, including pet waste bags. Owners are responsible for cleaning their lanais, enclosures and sheds (if applicable).
7. **STAY AWAY FROM THE ALLIGATORS.** Do not feed them. It is an unlawful practice. Signs have been posted for your safety. Please observe them.

GCA RULES AND REGULATIONS

Regulations Governing Owners' Guests and Children

1. Guests are defined as those invited persons temporarily occupying a unit. Unit Owners must assure that all guests comply with all Rules and Regulations.
2. When the Owner is not in residence, the Owner shall notify the Board of Directors, in writing, listing the full name of guests and dates of arrival and departure.
3. Employees of Owners or guests may not bring guests or use any of the facilities other than designated guest parking.
4. It is the responsibility of residents to assure that children adhere to all applicable Rules and Regulations.
5. Children under twelve (12) are not permitted in the Cabana or pool unless accompanied by an adult, who shall be responsible for their conduct and safety.
6. It is the responsibility of each resident to assure that babysitters or other domestic help caring for children are aware of and adhere to all Rules and Regulations.

GCA RULES AND REGULATIONS

Pets

1. Occupants may not keep animals in a unit other than one (1) cat and one (1) dog, a caged bird or fish. No animal may weigh more than 30 pounds.
2. Any owner bringing a new pet to Gasparilla must submit a Pet Application Form to the Board of Directors as well as proof of vaccinations prior to arrival. Pet Application Forms are located on our website.
3. ALL pets when outside of the unit must be carried and/or kept on a leash no more than six (6) feet in length (this includes all retractable leashes). Pet owners must be with their pet at all times outside of the unit.
4. As per Sarasota County ordinance, all pets must be up to date on all immunizations and be registered in Sarasota County.
5. Owners are responsible for any damage to persons or property caused by their pet.
6. ALL pet fecal matter is to be immediately removed and disposed of properly.
7. Pets (except service animals) are not allowed within the fenced in pool area. Pet waste is not to be disposed of in the cabana waste containers. No pets of any kind are allowed in the pool itself.
8. The association shall defer to state, county and city law enforcement and/or animal control to determine whether a pet should be removed from the Gasparilla community and/or destroyed.
9. Guest's pets, whether visiting the property for 30 minutes or 30 days, must be accompanied by the owner for the duration of the visit and require prior approval from the Board of Directors. Guest's Pet Application Form is located on the website. Any approved application is valid for the duration of that calendar year. The Board of Directors has the right to revoke this approval at any time if the guest and/or guest's pet is found to be violating any of the GCA Rules & Regulations.

GCA RULES AND REGULATIONS

Pool and Pool Area

1. **State Law governs. Observe posted Rules.**
2. Swimming is at your own risk. There is no lifeguard on duty.
3. Smoking is not permitted within the pool fenced area. Please be considerate.
4. Glass containers of any kind, including liquor bottles, are not permitted within the pool fenced enclosure area.
5. All used food/drink containers and leftover food must be disposed of in owner's cans.
6. Persons having open blisters, cuts or skin abrasions are warned not to use the pool as they are likely to become infected and/or cause a health problem for others.
7. Children under twelve (12) years of age must be accompanied by an adult. Babies and adults with bladder issues are requested to wear swimming pool diapers with their swimsuits.
8. There is no running around the pool surface or diving into the pool.
9. The pool hours are from 6:00 a.m. to 10:00 p.m.
10. All beach sand, saltwater, lotions, and oils must be washed from the body at the freshwater shower on the deck in the pool area before entering the pool.
11. When sunning, pool and deck furniture must be covered with a towel to prevent damage to the furniture from oil or lotion.
12. Patio and pool furniture cannot be preempted or reserved when not in actual use and must not be removed from the pool or deck area.
13. Please be sure to put umbrellas down when you leave the pool area.
14. The pool is heated and cooled at the Board of Directors discretion. Owners are not allowed to adjust pool temperature settings.
15. The pool gate must be kept closed at all times with the exception of association community gatherings.
16. The following are not permitted in the pool or pool fenced enclosure area:
 - Radios, tape or CD players not equipped and used with individual headsets.
 - Breakable containers of any kind;
 - Animals on or off a leash with the exception of service animals being allowed in the pool fenced area. **NO ANIMALS OF ANY KIND ARE ALLOWED IN THE**

POOL.

-Diving from shoulders or tossing children.

GCA RULES AND REGULATIONS

Boat Dock and Kayak Racks

1. Boat dock and kayak rack space shall be contracted on an annual basis and rental shall be due in advance by January 1 of each year. Each condominium unit is limited to one boat dock space rental. If all dock spaces are not rented, then, by making application to the Dock Master, the application would be reviewed/approved at that time and a unit could rent another dock space. Kayak spaces will become available, if needed, by the construction of additional kayak racks. Rental charges will be reviewed during or before November by the Board of Directors and announced for the coming year. Owners currently occupying dock and/or kayak rack space on an assigned annual basis shall retain dock and kayak rack space priority. **However, in order to have a boat at the dock or a kayak at the rack, you must be in residence.** By early November an assignment letter will be mailed advising of assigned slip number, amount of fee and a dock space and/or kayak rack confirmation form to be completed and returned with payment on or before January 1.
2. All dock and kayak rack spaces, without exception, shall require a written application. Applications can be obtained from the website, a member of the Dock Committee, the Board of Director's Secretary, or the Property Manager. Dock and kayak rack assignment will be based on the submission date of a fully completed application. A copy of a valid boat registration must be presented with the application or within thirty (30) days after notification of an assigned dock space. Should more than thirty (30) days elapse, the application becomes invalid and a new application will be required at a later date. However, a one-time extension of the thirty (30) days, if necessary, can be granted by Board action. The boat must be registered in the name of the applicant, his/her spouse, a corporation owned entirely by the applicant, his/her spouse, or a group of joint owner-residents.
3. Maximum boat size is twenty (20') feet in length overall (LOA). First time applicants must provide manufacturer's specifications. Motorized Personal Watercraft (PWC) is prohibited.
4. Owners making application for the first time, who have fully qualified but fail to receive a dock or kayak assignment, will be entered on the approved applicant list in the order of their application date. As vacancies occur, spaces will be filled from this list. Names will remain on the list as long as necessary to receive an assigned space. Applicants can decline the space one time. Thereafter they will be placed at the bottom of the list.
5. When a replacement boat is purchased, a new application must be filed within ten (10) days of purchase to avoid loss of dock space seniority.
6. Dock users are responsible to keep all dock walkways free and clear of obstructions at all times. No storage bins shall be allowed and no alterations, additions or material changes to the dock will be permitted without prior Board approval.
7. In the owner's absence, that dock or kayak space may be temporarily assigned to an approved applicant in order of sequence at a rate to be determined by the Board of Directors

each year, payable to the Gasparilla Condominium Association. The Dock Master (or acting Dock Master), with Board of Directors' approval, can grant permission to the next eligible person on the approved applicant list to use the absentee's dock or kayak space. The owner does not have the right to assign his space during his absence. Only the Dock Master or the Board of Directors can make assignments (see application form).

8. In the absence of a Unit Owner who has a dock or kayak space, usage of his space and boat shall be permitted by family members, 21 years of age or older, who are occupying his unit. Family members are defined as parents, children, grandchildren, siblings and/or their spouses. They are to be advised by the Owner of all boat dock rules and they will be responsible to observe them. Owners must provide written notification to the Dock Master or Board of Directors as to who will be using their boat and the relationship to the Owner.

9. All authorized users of dock and kayak spaces are responsible to know and abide by all dock rules. Infractions of rules, non-payment of rent or any unsafe boating practice could result in dock lease termination. A first infraction will result in a verbal reminder from a member of the Dock Committee who will also file a written report with the Board. If a second infraction occurs a written report will be submitted by a Dock Committee member to the Board with a copy to the Owner. Said report will request a Board hearing with the Owner to review the infraction and determine a resolution.

10. A Dock Committee member will report boats using spaces not assigned to them. Such boats will require immediate movement and/or contact with the Dock Committee for an explanation. Failure to comply within 24 hours will result in Board action to have the boat removed at Owner's expense.

11. Unit owner's family members with a boat may make use of the dock short term but they must be approved by the Dock Master or the Board of Directors.

12. Do not place crab traps, live bait containers or other devices, floating or on the bottom, to the boating side of the dock because of the hazard to boat hulls and propellers. They are to be attached between the dock and the shore or at the ends of the dock. For the safety of crab traps and boats, the Dock Committee must approve any other location.

GCA RULES AND REGULATIONS

ENFORCEMENT

When a violation occurs, the **desired result is voluntary correction of the situation** by the violator.

FINES: No fine may be levied unless the violator has been given reasonable notice and the opportunity to be heard. The fine cannot become a lien against the unit. No fine will exceed **\$100.00 per violation**. The fine may be levied on the basis of each day of a continuing violation, provided that the aggregate does not exceed \$1,000.00 per violation.

To ensure that the approved Rules and Regulations are followed, it is necessary that enforcement procedures be established. The procedures are as follows:

Notice of violation is given by the property manager and will include a clear statement of the alleged violation and specific reference to the rule prohibiting the conduct. This notice shall be a courtesy call and/or a letter to the unit owner. If the location of the owner/occupant cannot be determined, letters will be sent to both addresses provided.

If the violation is not corrected immediately, the Board of Directors will review the violation and if the violation is confirmed, a second notice will be sent to the owner by Certified Mail. The notice will state a specific deadline for compliance (this deadline will be at least 14 days from the date of the letter), allowing the non-conforming unit owner an opportunity to correct the situation. The letter will also allow the Owner to schedule a hearing before the hearing committee. Please refer to article 8 in the restated Bylaws for additional details.

GASPARILLA MEMORIAL FUND

Memorial donations are gratefully appreciated and may be made to the Gasparilla Memorial Fund Committee in the form of cash or a check made out to Gasparilla Memorial Fund.

All memorial donations will be acknowledged in writing.

The committee, working with the Beautification Committee or any other committee, will select memorials which will enhance our beautiful property.

If you have any questions concerning a donation, please discuss them with one of the committee members or a member of the Board of Directors.

The committee also gratefully appreciates honorarium donations.

GASPARILLA CONDOMINIUM ASSOCIATION, INC.
FINANCIAL MANAGEMENT PLAN
(ADOPTED: 3/21/2018)

The GCA Board of Directors shall maintain a Finance Committee consisting of the Treasurer, and up to five unit owners. The responsibilities of the Committee are:

Ensure the financial integrity of GCA assets and record keeping; ensure that methods of keeping such records meet accepted accounting practices.

Maintain oversight of the Operating and Reserve budgets.

Make recommendations to the Board for the development of the annual budget.

Maintain the following disbursements procedures:

Regular budgeted and/or board approved contracts, budgeted insurance payments, service contracts and utility payments, etc. can be made by the Management Company without specific approval of the GCA President or Treasurer.

The President, Vice-President, Treasurer, and committee chairpersons can authorize expenses up to \$500 for budgeted items that do not exceed budgeted amounts.

Petty cash will be kept by a member of the Finance Committee or a Board member in the sum of \$200. Petty cash disbursements are limited to \$100 per request.

Reimbursements to GCA unit owners, up to \$500, other than petty cash disbursements, must be approved by two board members. Payments will be processed on a GCA Request for Reimbursement form, prepared by the Treasurer, or in the absence of the Treasurer, the Secretary or another designated Board member, before forwarding to the Management Company for payment.

Expenditures exceeding the above requirements must be approved by specific Board action.

Disbursements from reserve accounts must be approved by the GCA Board and must exceed \$1,000, and extend the useful life of the asset more than one year. Disbursements not meeting these requirements must be charged against a proper expense account in the current year.

The Management Company of the GCA will abide by this policy in carrying out its duties to the community.

GCA RULES AND REGULATIONS
HURRICANE SHUTTER INSTALLATION

WHEREAS, Section 718.115(5), Florida Statutes (2012) state that “each board of administration shall adopt hurricane shutter specifications for each building within each condominium operated by the Association which shall include color, style, and other factors deemed relevant by the Board. All specifications adopted by the board shall comply with the applicable building code.”

The Board of Directors of Gasparilla Condominium Association establishes the following rules governing the installation of Hurricane Shutters:

Definition: “Hurricane Shutter” shall mean any device, installation, equipment or appliance whether permanently or temporarily affixed or attached in any manner to any portion of the exterior of the building (excluding window frames) or any portion of the building so as to be visible from the exterior of the building, used, either directly or indirectly as its main purpose or incidental to its main purpose, as protection against storm damage, water penetration by driven rain or rising water, wind damage or damage from physical objects or projectiles carried by wind or storm.

Installation Requests: Any person desiring a hurricane shutter shall submit the Request for Hurricane Shutter Installation form to the Board no less than fourteen (14) days prior to the proposed commencement of installation. The form can be obtained on the Association website, from the Board Secretary or from the property manager.

Technical Specification: The hurricane shutter and the installation will conform, in all respects, to the State Minimum Building Codes. All hurricane shutter installations must be permitted with the Sarasota County Building Department. This is the responsibility of the contractor. Any fines related to not obtaining the appropriate building permits will be the responsibility of the property owner of record.

Types of Shutters: No hurricane shutters except those approved by the State of Florida, the Sarasota County Building Code, and the Board of Directors shall be permitted. All specifications adopted by the Board of Directors shall be permitted and shall comply with all applicable building codes. The unit owner shall choose from the following list of shutter types (a combination of these may be used):

- Clear polycarbonate type panels, i.e. Clear Tek, Lexan.
- Aluminum panels – ivory/cream, white or bronze. No raw aluminum is permitted.
- High impact Wind Screens – ivory/cream, gray, brown, black or matching exterior wall color.
- Fabric type – ivory/cream, or matching exterior wall color.
- Roll down – ivory/cream, gray or matching exterior wall color.
- Accordion shutters – ivory/cream, gray or matching exterior wall color.

Framework: Framework and tracks must be ivory, white, bronze or color of soffit trim or color of exterior building.

Maintenance and Owner Obligations: As a condition of approval, all record owners of a unit requesting installation of hurricane shutters agree to maintain the shutters. If the project is abandoned or the shutters are removed from the home, the owners agree to return the building to its original condition i.e. no holes are left in walls, no unpainted areas, etc.

Hurricane season is from June 1st through November 30th. If homeowners are leaving prior to June 1st, or they return after November 30th, permanent shutters can remain closed (up or in use), while the house is vacant. Shutters should go up no earlier than 5 days before leaving prior to June 1st, and should be removed no later than 5 days after returning.

Contractor Requirements: No person (hereinafter Contractor) shall install, construct, affix, attach or place a hurricane shutter, unless authorized by the manufacturer as a qualified manufacturer's installed, licensed and insured.

Liability: The owner of the unit to which the hurricane shutter is installed shall be liable for any and all damage to the common elements, Association property or the property of other owners arising out of or concerning the construction, installation or maintenance of the hurricane shutter.

Miscellaneous/Remedies:

1. The Association shall not be required to approve or permit any hurricane shutter, unless and until the person requesting the installation has fully and completely complied with each and every provision of these rules.

2. Disapproval of a hurricane shutter, for any reason, shall entitle the Association to remove the hurricane shutter, or any portion thereof, or bring an action to force the removal thereof, or force compliance with these rules, as provided in the Condominium Documents including, but not limited to, an action for an injunction or damages or both. The prevailing party to any such action shall be entitled to an award of attorney's fees and costs.

3. No contractor, subcontractor, laborer or material person shall be permitted entry upon the condominium property, for purposes of actual installation, construction or delivery of materials, unless and until the proposed hurricane shutter installation request has been approved by the Association.

4. Nothing else in these rules shall be construed as a limitation or restriction upon any of the Association's rights of remedies, or act as an election of remedies. All rights and remedies available to the Association shall be cumulative.

5. The Board of Directors must be notified of installation delays.

TEMPORARY PROTECTION:

Temporary protection is raw aluminum or galvanized aluminum panels; plywood panels painted or unpainted. Plywood should not be less than a thickness of 7/16" and a maximum span of 8' – precut to cover glazed opening. DO NOT attach to the window frames.

The unit owner may put up temporary protection to protect his property. Temporary protection may not be put up prior to 72 hours before a storm is predicted to reach the area as reported by the National Weather Bureau. All temporary protection must be removed no later than 5 days after the storm has left the area. Failure to remove the temporary protection within the specified time frame shall be authorization for the Association to have it removed by a licensed contractor at the Owner's expense.

The unit owner shall be liable to damage caused by temporary hurricane protection. Refer to liability paragraph above.

**GCA RULES AND REGULATIONS
FORMS AND APPLICATIONS**

For your convenience, we have included a list of the forms which are currently in use in our community – all are available online at <http://josegaspar.org>

1. **REQUEST FOR APPROVAL TO LEASE**
2. **REQUEST FOR APPROVAL TO SELL**
3. **DOCK SPACE APPLICATION PACKET**
4. **APPLICATION FOR KAYAK RACK SPACE**
5. **BEAUTIFICATION COMMITTEE REQUEST FORM**
6. **BUILDING AND GROUNDS WORK REQUEST FORM**
7. **REQUEST FOR REIMBURSEMENT FORM**
8. **REQUEST FOR HURRICANE SHUTTER INSTALLATION**
9. **CONSENT TO RECEIVE TO RECEIVE NOTICES VIA ELECTRONIC TRANSMISSION**
10. **ARC (ARCHITECTURAL MODIFICATION) FORM**
11. **GUEST'S PET APPLICATION FORM**
12. **OWNER PET APPLICATION FORM**

GASPARILLA BEAUTIFICATION PLAN

It is to our benefit to maintain the attractive woodland charm of Gasparilla by retaining native plantings, especially ones that are well established. We need to protect our property from radical changes and preserve our natural habitat. It shall be the responsibility of the Beautification Committee to monitor and maintain the grounds with this objective in mind.

All native growth, i.e., southern pines (slash, sand, etc.), saw palmettos, live oaks, palms and other healthy trees will remain undisturbed unless, by Beautification Committee recommendation, verification by a certified arborist, and/or subsequent Board of Directors action, they are deemed to present a hazard to the infrastructure or resident safety.

All grounds, including entryways, walkways, and vegetation surrounding residential units are community property; therefore, changes in landscaping (island shapes, entryways, walkways, borders, etc.) including all removal, replacement, change of placement or new planting of trees, bushes, shrubs or other vegetation, etc. must be submitted on the proper form with specifications regarding size and placement and be approved by the Beautification Committee.

Larger plantings/removals or the installation of any pavers or walkways will also require the approval of the Board of Directors.

Cost and maintenance of these items are the responsibility of the owner. Items that are determined to be a trip hazard or that route water toward or into a unit shall be repaired by the owner. Assistance may be requested from the Building and Grounds Committee.

Owners are not obligated to plant shrubbery or other vegetation. However, anyone desiring or contemplating an alteration or addition to our community landscaping, especially around an owner's unit, is required to first counsel with the Beautification Committee for advice, assistance and PERMISSION, by filling out and submitting the appropriate request form. **Please be aware that artificial plants may NOT be placed anywhere outside any unit, as per the GCA Rules and Regulations.**

The philosophy of the community has always been to maintain a general uniformity of well-groomed, balanced natural landscaping. This is especially true of the front elevation of individual units. Selection of trees, shrubs or other vegetation is made from a comprehensive, continual dated list of vegetation recommended by local and state horticulturists and the Beautification Committee's assessment of needs to maintain Gasparilla's attractive appearance. (See attached)

All requests for any landscaping alterations or additions shall be in writing with a simple diagram on the proper form found on our website, www.josegaspar.org. The diagram must show the specific changes desired, including the additions, removal, replacement and/or relocation of shrubs and other vegetation as well as vegetation that will remain undisturbed.

Action on the request will be undertaken by the Chairperson and two members of the Beautification Committee. A prompt reply from the Committee, clearly citing the criteria for the decision, will be delivered to the initiator of the request. **DO NOT** undertake **ANY** action until you have received this written permission. All costs for materials, shrubs, and labor for such changes will be the responsibility of the unit owner.

Annuals need not have permission as long as they are tended and removed prior to departure for the summer season.

As a matter of record, each request, including the decision will be presented at the next Board of Director's meeting, as part of the Beautification Committee report. The report will be formally voted on and entered into the Board's minutes. Should any initiator of a request wish to appeal a decision, it would be presented to the Board at this time.

If you receive permission to plant a shrub, bush or tree:

- You are responsible for watering all new planting and replanted items until they are well-established. Get a watering schedule from the Beautification Committee.
- The shrubs, trees or bushes that you plant become community property. If you need assistance in maintenance, the Beautification Committee should be notified promptly.
- Plantings under windows must be kept at windowsill height. Lanai plantings shall be kept at chair rail height.
- Mature planting should not rub or touch the walls of the buildings nor block air flow to air conditioner units.

If you receive permission from the Board of Directors to install an entryway, grill pad or walkway to your enclosure:

- Pavers will be neutral in color and match the color of your sidewalk.
- Pavers being installed in the front of a unit will not exceed 18 inches in length or width.
- Back entryways/grill pads will not exceed 4 feet by 7 feet.
- Please note: filling with stone or shell of any size or color is not permissible. Weekly blowing by the landscaper can make these a safety issue. Rocks and shells can be blown into windows and cars causing damage.

Trimming and pruning of vegetation will be done by the contracted landscaper or the Beautification Committee. If you wish to assist in the trimming of your foundation plantings, please consult the Committee for advice and guidance. **Do not make special requests of the contracted landscaping company.**

Any areas in the landscaping to be designated as no trim or no mow areas will be marked with small butterfly stakes to alert the contracted landscaper. The Beautification Chair will approve or deny such requests and will provide the stakes as deemed necessary.

Pine needles are NOT to be used as mulch, especially around the buildings. They are a fire hazard. **Pro Cypress mulch from Oak Farms should be used to ensure continuity in both the quality of product and the esthetic beauty throughout Gasparilla.** Pro Cypress Mulch is an aesthetically pleasing, light colored mulch that is also aromatic. It naturally repels insects and has natural fungus resistance. It is long lasting as well. Owners may use Pro Cypress Mulch around their units without first getting approval by the beautification committee.

RECOMMENDED PLANTINGS

HIGH DROUGHT TOLERANT PLANTINGS:

Fire bush
Plumbago
Aloe*
Bromeliads*
Coontee*
Buford Holly
Bird of Paradise (small)*
Society Garlic
Beautyberry*
Texas Sage
Podocarpus*
Pittosporum*
Indian Hawthorn*
Natal Plum (Carissa)*
Walters Viburnum*
Bottlebrush Tree*
Silver Buttonwood*
Simons Stopper*
Olives*
Gumbo Limbo
Sea Grape*
Crape Myrtle
Ligustrum*

MEDIUM DROUGHT TOLERANT PLANTINGS

African Iris
Blue Daze
Butterfly bush
Cast Iron Plant
Fire Spike*
Firecrackers*
Hibiscus*
Dwarf Schefflera*
Thryalles
Butterfly bush

DROUGHT TOLERANCE DEPENDS ON TYPE

Hollies - high to medium drought tolerance*
Oaks - high to medium drought tolerance*
Pines- high to medium*
Ti plant- varies depending on type*

Ground cover:

Creeping Juniper
Minima Jasmine also called Asiatic Jasmine
Lilly-turf
Mondo Grass

* Denotes a plant that is already established on our property

**NOTE: A LIST OF INVASIVE PLANTS TO AVOID CAN BE FOUND AT
<https://plantatlas.usf.edu/flip/>**

WATERING GUIDELINES

NEW PLANTINGS:

1. Fill the basin twice per application daily. (Fill the basin, let the water go down, then immediately fill the basin again. You are now done watering for the day. If the water goes down fast, fill the basin a third time.)
2. Use the guide below for your plants long term watering schedule:

WARM MONTHS: APRIL - OCTOBER

| ITEMS | WEEK 1 | WEEKS 2-3 | WEEKS 4-6 | WEEKS 7+ |
|--|---------------------------------|--|--|--------------------------------------|
| Groundcover, Sod & Mass Plantings | 0.5 inches daily | 0.5 inches every 2 days | 0.75 inches twice per week | Continue watering if no rain |
| Trees & Shrubs in Containers | Fill basin twice/ App. Daily | Fill basin twice/ App. Every 2 Days | Fill basin twice/ App. Twice/Week | Continue watering if no rain |
| Trees & Shrubs B & B | Fill basin twice/ App. Daily | Fill basin twice/ App. Every 2 Days | Fill basin twice/ App. Every 2 Days | Fill basin twice/ App. Twice/Week |

COLD MONTHS: NOVEMBER - MARCH

| ITEMS | WEEK 1 | WEEKS 2-3 | WEEKS 4-6 | WEEKS 7+ |
|--|-----------------------|------------------------------|-------------------------------------|-------------------------------------|
| Groundcover, Sod & Mass Plantings | 0.25 inches daily | 0.5 inches twice per week | 0.5 inches once per week | Once per week |
| Trees & Shrubs in Containers | Fill basin once daily | Fill basin once every 2 Days | Fill basin once/ App. Twice/Week | Continue watering if no rain |
| Trees & Shrubs B & B | Fill basin once daily | Fill basin once every 2 Days | Fill basin once every 2 Days | Fill basin once/ App. Twice/Week |