

INTERVIEW COMMITTEE
2100 SOUTH OCEAN DRIVE
FORT LAUDERDALE, FLORIDA 33316
TELEPHONE 954.522.2801



FREQUENTLY ASKED QUESTIONS

Q: May we barbeque on our balcony?

No. The Broward Fire Code forbids this! Read the Rules in Section I, Paragraph B and Section II, Paragraph F for more information on use of your balcony and the use of the common area grills.

Q: My new apartment has smoke alarms. Do I replace the battery? How often? Will cooking set off the alarm?

It is your responsibility to keep the battery in your smoke alarm working. As with any other home, it is wise to replace your battery at least once a year. If you have frequent problems with the battery or with clicking sounds or other apparent malfunction, replace the fire alarm. Normal cooking will not set off your alarm. It is wise to get in the habit of using your exhaust fan to prevent a buildup of smoke. Keep your apartment door closed as well. Our rules and our standards have a good deal of information about fire safety and security.

Q: I understand my apartment has no outside vent for dryer exhaust. What should I do?

You must use an external Fire code approved exhaust filtering device or replace your dryer with a self-venting dryer (today only in European models). The Office can help you to understand these options if you have never had this experience before. Do not vent the dryer into the wall, into nothing, or into the stove ventilation system. Such action will harm your air-conditioner and could well cause a fire. Unfortunately, some of your neighbors have found this out the hard way!

Q: If I have guests, what are my obligations?

Please carefully read the Rules and the Standards sections on guests. You will find information in one section devoted to guests, and other particular information for guests in Parking, Miscellaneous, and Safety and Security. We have a requirement that you let Security or the Office know when you have guests arriving. This helps us to always know who is in the building for fire safety and security reasons. We also like to emphasize that guests must understand the rules and follow them. Sometimes guests do not understand the environment and confines of condominium living. It is your responsibility to make sure they do. It is never pleasant when the Manager or the Security Guard has to "speak to" a guest.

Q: I have read that no food, glass containers, or coolers are allowed at the pool. Isn't this too restrictive?

Unfortunately, all you would need to see is pizza and soggy pizza boxes in the pool to understand what problems can happen. People underestimate the wind in this area or they are just careless. Then no one can swim in the pool because it is dirty or, even worse, because the filter has broken from the refuse. Broken glass and bare feet are never compatible anywhere.

INTERVIEW COMMITTEE FREQUENTLY ASKED QUESTIONS (cont.)

Q: Why does the Manager have to have a key to my apartment?

We use the key for the mandatory pest prevention program. The key would also be used in case of any emergency such as a broken pipe above your apartment or in your apartment. Florida condominium law recognizes these types of emergencies and needs; the law requires owners to provide Management with keys. If you lose your key, it's nice to know you have help in getting into your apartment. We also encourage owners who are away for any length of time to provide a key to a friend so the friend can periodically check the apartment for any problems such as the air-conditioning being off. In south Florida, mildew can be especially ugly.

Q: We may want to lease our apartment. Are there any restrictions?

Yes there are. You can not lease your apartment until at least one year after you have purchased it. An apartment may not be leased more than once in a twelve-month period. The twelve-month period begins on the first day of the lease. No apartment may be leased for a term of less than six months plus one day nor more than one year. Any renewal period may be up to twelve months. Each new lease and each renewal must be approved by the Board of Governors. Any potential lessee must be interviewed by the Interview Committee and must be approved by the Board for the first lease and for any renewal. An apartment may never be subleased. See Section VI Leasing Rules and Restrictions.

As you might now expect, we also have rules for lessees in Section VI and also in Parking, Section VII of the Rules and Regulations. In brief, once an apartment is leased, the lessee has all the rights and obligations as an owner does except the lessee can never vote on condominium matters. If a lessee violates the Condominium Document regulations, the owner of the apartment is liable to pay any assessed fines and any maintenance, replacement, or repair of damaged property. If the lessee violates regulations, it is probably not in the best interests for the owner or the Association to renew a lease.

Q: What is my maintenance fee and what is it used for?

We will provide you with this information today. The fee is due quarterly into the office. The office will bill you quarterly so you do not need to worry about forgetting to pay the fee. The maintenance fee is used to pay the staff, to pay for such items as the building insurance, common area utilities, the grounds upkeep, elevator and plumbing repair, etc. Part of the fee is also saved in capital funds for long-term repairs and maintenance such as roof replacement and concrete restoration.

Q: What is a "special assessment"?

Florida law requires capital funds be in place for at least three categories of major projects: exterior painting, roof repair/replacement, and paving. To cover other major projects, emergencies, or under-funding, Florida law allows a Board of Governors to levy a special assessment from the unit owners.

Several years ago, Sky Harbour East established capital accounts for ten major repair/replacement projects. This helps to minimize special assessments, some of which could be onerous. An example follows. Our recent elevator project cost \$250,000. Because we had established a capital fund for this project, we had to assess the owners only \$180,000; in this instance, the fund had not been in place long enough to have the full amount at the time construction was necessary. We expect you have reviewed the Reserve Account report and have seen that we have rather healthy funding for our major maintenance needs.

INTERVIEW COMMITTEE FREQUENTLY ASKED QUESTIONS (cont)

Q: What in our apartment is mine to repair and insure and what is the condominium association's responsibility?

This is an exceedingly important question especially as it relates to your insurance. If you have not done so, please provide your insurance company and lawyer with a copy of the Sky Harbour East Declaration of Condominium. (Your lawyer will probably want other documents as well.) Pages 8 through 11 detail all the information you need. The Declaration is in very small print, single-spaced. Be prepared to spend some time on understanding it.

Q: When leaving my apartment for an extended time, what am I required to do?

You need to shut off the main water valve to your unit. The valve locations in each apartment are described in the Information binder you received. You should shut off the power supply to your water heater. Keep your air conditioning on but at a higher degree than when you are in residence. Clean out any perishable items for your refrigerator. Shut off all electric circuits not required to run the air conditioner or refrigerator. Close the window shutters if you have them.

You really should also have someone check your apartment every two weeks while you are away to check to see that all is well. Let the office know who is checking the apartment for you. You can pay a member of the maintenance staff to do this if you wish. Obviously, this would be outside their normal work hours.

Q: What are some of the current residents' "chronic peeves" that we should be aware of so we will not make the same mistakes as others might?

There do appear to be a few as in every condominium environment and thanks for asking!

We sometimes find that there are no grocery carts in the lower garage because some residents do not immediately return them. This obviously creates instant frustration while you search for a cart and your frozen food melts.

Leaving trash outside the chute instead of putting it into the chute is not only annoying, it can attract varmints.

Please do not slam the Lobby doors; shut them firmly but gently.

And finally, please do not come into the lobbies with dripping bathing suits and sandy bare feet. This seems to be a chronic problem with guests in particular.

Signature

Date

Signature

Subject apartment