

THE BOARD OF DIRECTORS BUILDING 5 RULES AND REGULATIONS/UPDATED NEWSLETTER
IMPORTANT UPDATES INCLUDE NEW MANAGEMENT, DUE TO THE TRANSITION ALL MEETINGS ARE DELAYED UNTIL FURTHER NOTICE

Please remember to **LOCK** the gate in the breezeway or corridor near the mailboxes. Not doing so creates a safety hazard, especially for those unit owners on the first floor. Please **DO NOT FEED THE ANIMALS IN FRONT OF YOUR DOORS**. THIS CREATE VERMIN & PESTS such as RODENTS (RATS, RACOONS, ROACHES, etc.). The fruit trees in the rear of the building were taken down due to the increase of the rodents within the last years as well as an increase in pest control fees as they were not being maintained. There is **NO PLANTING** permitted in the common areas which include the front or rear of your units. Building number 5 has a **NO RENTAL** policy that was reinforced effective **MAY of 2018**. The City of Sunrise has been assisting with bulk pickups every Thursday. There is a **SIGN** posted on the swale that states that the bulk be put out only on **WEDNESDAY** after **5 PM**. Continued **VIOLATIONS** may result in the decision to discontinue bulk pick-up and **FINES**. Please follow the rules and instructions so that we will not get this privilege taken away.

Please remember to turn off the lights in the laundry rooms when you are finished as well as **LOCK** the laundry room door. So far we have replaced all **ROOF** and **ALL CATWALK LIGHTS** which has lowered our electric bill. The Association passed the mandatory 40-year inspection with a report from the engineer retained. The maintenance fee is likely to increase to cover increased costs such as the Association's insurance and then going forward, there will be full 2025 mandatory reserves required to cover items such as **our ROOF, PAINT AND PARKING LOT PAVING**. More than likely, this will result in a separate special assessment in **2025**. We will know more as time unfolds.

ANYONE THAT NEEDS TO ACCESS THE ROOF for a/c repairs should call **USA MANAGEMENT at 954 964-7884** or email them at usamanagement@gmail.com at least **48 hours in advance to make arrangements**

The **KEY** is not to be given directly to the unit owner but instead to a **LICENSED** contractor who will sign for the key (in/out) plus must return the key to the Association.

Please remember that **ONLY** immediate family can reside with you in your apartment, **SUBJECT TO BEING SCREENED**, **VEHICLE** restrictions apply and they must go through the application and approval process. Failure to do so will result in a Covenant Enforcement action commenced against you and more than likely at your expense. Please contact **USA** at either the phone number or email above. Please **DO NOT** contact board members. Also, note that the Association has surveillance cameras **THAT MONITOR THE ENTIRE BUILDING AND PARKING LOTS** for the benefit of our residents.

While Ms. Wallace is the President of the Association, there are other board members. Ms. Wallace is **NOT** the sole decision maker of any issue regarding Water Bridge # 5 and its affairs. All Board members are Volunteers and are not servants. Water Bridge #5 recently hired **USA MANAGEMENT effective Dec 1, 2023**, to assist the Board of Directors with the day-to-day operations and their phone number is listed in this newsletter as well as posted on the **newly installed monitor near the mailboxes**. Please contact them about any Association issues. Their office hours are Monday through Friday, from 9 AM through 4 PM. They are closed on weeknights, weekends, and holidays. There is **EMERGENCY** Contact info on their voicemail in the event there is a situation that needs to be addressed after business hours. However, if there is a true emergency, please call **911**. If the elevator sticks, simply attempt to push on the door and usually it will correct itself. If not, notify a board member or call **USA MANAGEMENT at 954 964 -7884** and it will be taken care of as soon as possible. **There is emergency phone inside the elevator should you get stuck inside.**

Please **Inspect** your faucets, showers, tubs, and toilets for leaks, and remember to change your air-conditioning filter once per month or manufacturer recommendations. This is to assist the air conditioning system to help reduce energy and be cost-effective. Also, your water heaters should be inspected for proper working conditions, especially the temperature and pressure relief valve or leakage from underneath. Remember, these also have an auto-fill valve so if something breaks, a 30-gallon tank will release all water inside plus keep filling and leaking.

Please observe **LAUNDRY ROOM RULES** and **do your part** by cleaning out lint and wiping off machines. Also, do not leave wash in the machines or it will be removed. Unit owners who have washers and dryers in their units when purchased must be conscious of their water usage by ensuring their washers are maintained. No unit owner will be allowed to put a washer or dryer in a unit that had none upon purchasing the unit without written permission from the Board of Directors. Our laundry room is for the unit owners only and **NOT** for visitors who tie up the machines preventing owners from using them. **Be mindful that comforters can create overloading these are not commercial-equipped machines.**

The Association **SHOULD** have a Key for Emergency Purposes or Access to your unit, in the event of water intrusion or leaks. The Association has the right to gain **Entry** at YOUR EXPENSE if this happens if there is not a key on file.

Please find the information in this newsletter, the Association's Governing Documents plus Rules & Regulations and ensure that you follow all recommendations and suggestions. Also, be advised that you are responsible for the upkeep of your **EXTERIOR DOOR**; some have become unsightly with wear and markings over some time. The **COLOR** is mandatory to remain the same. THERE IS A PRODUCT CALLED "AWESOME" THAT CLEANS THE DOORS. The Board of Directors requires **NOTIFICATION** of any changes modifying the **INTERIOR** of your units such as knocking out walls and or anything that could interfere with the structure, electricity, or plumbing in your apartment which could also affect your adjacent neighbors. Also, be reminded that all work, being done on the premises, must be done between **8 am** and **5 pm**, Monday through Friday **BY A LICENSED CONTRACTOR**, These hours apply to **MOVE_IN** and **MOVE-OUT**. Please be respectful and obey the Governing Documents plus Rules & Regulations. Also remember to tell your guest to park in the Guest parking, not in other unit owner's assigned spaces.

Our janitorial services are provided by a **LICENSED CONTRACTOR**. We ask that you **DO NOT PERFORM CARPENTRY WORK OR ANY OTHER CONSTRUCTION ON THE CATWALK. PLEASE DO NOT DIRTY THE CARPET IN THE ELEVATOR WITH TRASH BEING HAULED TO AND FROM YOUR UNIT.** Please double bag your food garbage and ensure it is not leaking while being walked to the trash rooms.

Please remember that the **ASSOCIATION FEES** are **\$316.00** monthly at present and they are due the 1st of each month with a deadline of the 10th of the month at 5 pm. Any fees received after that are considered late and will be billed a **\$25.00** late fee. We ask that you please pay on time to avoid legal fees as well.

Last, but not least, please be mindful that the **BULLETIN/MONITOR** located near the mailbox area, posts all Association Meetings and Notifications. The Board of Directors respectfully ask that you keep in mind they have personal lives as you do. Only as an emergency and unable to reach **USA MANAGEMENT**, you can call (954-328 2451). Please **DO** not come to our Board member's residences without **PRIOR** permission.