



# HIDDEN HARBOR HIGHLIGHTS

OCTOBER 2017

## BOARD of ADMINISTRATION

Bill Allen	President
Mary Dillon	Vice-President
Sam Bovalino	Treasurer/Secretary
Butch VanGraafeiland	Director
Ken Lewis	Director
Frank Carotenuto	Director

## MAINTENANCE:

Dana Wilson                      On site office- 321-784-2944

## MANAGEMENT

Kathy Watts, Manager  
Dragon Property Management LLC.  
PO Box 542876  
Merritt Island, FL 32954-2876  
Office: 321-338-2588              Fax: 321-574-4155  
E-Mail: [office@dragonpm.com](mailto:office@dragonpm.com)  
Website: [www.dragonpm.com](http://www.dragonpm.com)

## MONTHLY ASSESSMENT CHECKS:

Just a reminder that if you mail a physical check for your monthly assessment, please mail it directly to the bank instead of management since it delays the posting. There's an address label for the bank in the back of the coupon booklet.

The address is:

Hidden Harbor  
c/o Sunrise bank  
PO Box 347  
Cape Canaveral, FL 32920-0347

## MOVIE NIGHT:

"Movie Night" will normally be held on the last Thursday of the month. The featured movie will be posted on the bulletin boards by the pool and west side of the clubhouse. This month's feature will be Hocus Pocus on Halloween, Oct 31<sup>st</sup>. Thanks to Tim and Mike in unit 608 for taking this on!!

## RENTAL LEASES:

Even though as an owner, some may not require a written lease, per the Condominium Docs the Association does require it.

Per the Docs:

### 1.RESTRICTIONS AS TO LEASING, RENTAL AND SALE OF APARTMENTS

No apartment owner shall lease or otherwise rent any apartment for a rental period of less than three (3) months.

No apartment owner shall lease or otherwise rent any apartment except by a written lease and an executed copy of each lease covering the rental of any apartment shall be provided to the association within ten (10) days following its execution.

## PATIO SCREENING:

Patio screening is the responsibility of the owner/resident to replace when they are torn or get old. A couple screening companies that can assist in rescreening are: Lighthouse Window Screen & Door at 321-453-1882 and East Coast Screens at 321-637-0060.

## INFORMATIONAL WEBSITE:

DPM provides a web page for Hidden Harbor on their website: [www.dragonpm.com](http://www.dragonpm.com). Click on the photo of your building. On the Hidden Harbor page, you will see minutes of past meetings, photos, past newsletters, and anything else the Board wishes to have posted. Please give us your input on the page and any suggestions for improvement.

## CERTIFICATE OF INSURANCE:

If you need a certificate of Insurance for your mortgage holder, please contact the agency at:  
Statewide Condominium Insurance  
Certificate Department  
Email: [COI@statewidecondo.com](mailto:COI@statewidecondo.com)  
Now you can Request a Certificate of Insurance Online!  
[www.statewidecondo.com](http://www.statewidecondo.com)

## WATER SHUT OFF:

Reminder: Neighbors must be given at least 24 hours' notice of water being shut off unless it's an emergency.



### **POOL USE:**

Please remember that children under 14 MUST be accompanied by a parent or guardian when at the pool; not just an older friend or relative, but a real adult who will supervise the child. Toddlers MUST wear leak-proof "Swimmers" when using the pool. The pool is open from dawn to dusk only. **PER STATE LAW, ANIMALS ARE NOT ALLOWED IN THE FENCED POOL AREA. ANYONE NOT COMPLYING WILL BE ASKED TO LEAVE THE POOL AREA AND IF ADDITIONAL CHEMICALS ARE NEEDED OR THE POOL VENDOR CALLED, THE OWNER OF THE UNIT WILL BE CHARGED ALL EXPENSES AND/OR FINED.**



### **DEBRIS IN DUMPSTERS:**

This is just a reminder that some residents renovating their units are still placing carpet, padding, cabinets, doors and appliances in or near the dumpsters. Waste Management is willing to pick up large items and appliances if you CALL for PICK-UP (723-4455), but because this is a condominium, they will NOT pick up cabinets or carpets that are placed in or near the dumpster without charging the Association \$100. If the Association is charged, the expenditure will be forwarded to the offending unit owner. **Please have your renovation debris removed by your contractor or take it to the dump yourself!**



### **LATE CHARGE REMINDER:**

Reminder: The Association will impose a late charge not to exceed Twenty-five and 00/00 Dollars (\$25.00) on payments not paid within ten (10) days after the due date. The due date of monthly assessments shall be the first day of the month. Any assessments received after the 10<sup>th</sup> will be charged a late fee. **PLEASE** mail your assessments directly to the bank, not management.

### **BREEZEWAYS/LANDINGS:**

Our maintenance man has many duties so if your breezeway gets dirty in between cleanings, the resident should sweep the area themselves and not expect maintenance to keep it clean for you. If you're physically not able to sweep it yourself, ask your neighbor for assistance. Most, if not all, will be happy to help you.

### **PET WALKING & PICK UP:**

Many residents have pets. Most of the time, they are a joy and companionship for the owner. Unfortunately, some pets affect neighbors when they are allowed to bark at inopportune times. Middle of the night barking affects neighbors who need their sleep, and other pets are barking all day while their owners are away, which is a problem for residents who are at home. We also have a problem with pets allowed to roam free to defecate. PLEASE REMEMBER that your actions or lack thereof affect MANY people in a condominium. County regulations requires you to keep all pets on leashes when outside and to clean up after them IMMEDIATELY. Pet walking areas are the PERIMETER of the property and where specifically posted.



### **SAVE MONEY-VACANT UNITS:**

It is imperative that the air conditioning be kept on even though a unit is not occupied in order to prevent mold from establishing a foothold. Any owner refusing to do so will be held responsible for any damage to not only their unit but to those units attached. Damage to your unit can be extremely costly as well.



### **EMERGENCY AND NON-EMERGENCY CALLS:**



If it is a 'true emergency' and cannot wait until the next business day, which is Monday thru Friday - 9am to 4pm, then Management should be called. Issues inside the unit are your responsibility, i.e., leaking faucet, AC unit. Management, and maintenance personnel (management and maintenance do not have access to the safe holding the keys) are not to be contacted to unlock doors when keys are lost or you've locked yourself out. It's your responsibility to call a locksmith if this is the case.

### **PORCHES / BALCONIES:**

Porches and balconies are Limited Common Elements which means the Association owns it but you have exclusive use of the area. As such, you are responsible to maintain and they **must** be kept in a neat and clean condition.

### **PARKING SPACES:**

There have been complaints regarding vehicles parking in reserved spaces. Each unit is assigned a reserved space. PLEASE do not park in a space that is not assigned to your unit. If you are not sure of the space number, contact management during normal business hours and they will assist you.