

Approved by the Board of Directors on 3/21/23

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RULES, REGULATIONS, RESTRICTIONS, & PARTY AGREEMENT MERIDIAN ON SAND KEY



The benefits of living in a condominium community are many – the wealth of amenities, sheltered environment, shared community spirit and camaraderie. The criteria outlined in this booklet are meant to capture and build on that theme, assisting Meridian Owners to enjoy their home in harmony with their neighbors. Such guidelines or ground rules are key to preserving the value of every home and every collective amenity for the common good of all condominium members. When you move into a condominium, you accept specific responsibilities, but you gain privileges. In condominium living, it is give and take for the common good and to ensure an environment that maximizes our enjoyment and our comfort.

The concessions and compromises of condominium living have been accurately condensed in the following passage: “Every man may justly consider his home his castle and himself as the king thereof; nonetheless, his sovereign fiat to use his property as he pleases must yield, at least in degree, where ownership is in common or cooperation with others. The benefits of condominium living, and ownership demand no less. The individual ought not to be permitted to disrupt the integrity of the common scheme through his desire for change, however laudable that change may be.” Florida’s Fourth District Court of Appeal (1971)

The following rules and regulations of Meridian on Sand Key, A Condominium, will be applied uniformly to all homeowners, their lessees, guests, and invitees. Nothing contained in this booklet will serve to take precedence over the condominium documents (Declaration of Condominium, By-laws, Articles of Incorporation) or Florida Statutes. The condominium documents take precedence over any contradictory or interpretive issues. These Guidelines can be modified by the Board of Directors to reflect Federal and State laws.

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GENERAL

All homeowners should familiarize themselves with the content of Article 17, 18 and 19 of Meridian's Declaration of Condominium entitled Occupancy and Use Restrictions. This important article addresses in detail the topics outlined below:

OCCUPANCY RESTRICTIONS

- Children
- Pets
- Alterations
- Use of Common Elements
- Nuisances
- Improper use of Condominium Property
- Garage Parking Spaces
- Handicapped Parking; Non-conforming vehicles and trailers
- Changes in Permitted Uses; relief by Association
- Floor Coverings and Sound Insulation

TERRACES

1. All terraces must be kept neat and orderly, and each homeowner is responsible for the cleanliness of his terrace. Live plants must either be in leak-proof containers or with waterproof saucers beneath. Owners and occupants may display tasteful, temporary holiday decorations between November 15th and January 15th. Any other items must have prior written approval of the Board of Directors.
2. No linens, clothing, curtains, rugs, mops, laundry of any kind, signs, or other articles, shall be shaken or hung from any of the windows, doors, terraces or other portions of the common elements or limited common elements. Laundry drying racks are not permitted on the terraces.
3. No gas or charcoal grills are permitted on terraces.
4. No homeowner or occupant shall permit anything to fall from a window or door of the condominium property, nor sweep or throw any dirt, or other substances onto any of the terraces or elsewhere in the building or upon the common elements.
5. No smoking materials, cleaning water, or other items shall be thrown or dropped from the terraces.

CHILDREN

1. Children will be the direct responsibility of their parents or legal guardians. Full supervision is required within the condominium property in compliance with all Rules and Regulations of the Association.
2. Loud noises will not be tolerated.
3. All children under the age of thirteen (13) must be accompanied and supervised by a responsible adult when entering and/or utilizing the common elements.
4. Parents of the children as well as the persons whom the children are visiting, and the owners of the unit involved will be held responsible for any damage or vandalism by children who are guests. If the vandalism can be proven, a police report will be filed.
5. The Concierge shall not be requested to supervise residents' children.

NEIGHBORLY CONSIDERATIONS

1. No homeowner or occupant shall make or permit any disturbing noises by his/her family, servants, employees, agents, visitors or licensees, or pets, nor permit any conduct by such persons or pets that will interfere with the rights, comforts or conveniences of other homeowners or occupants. No homeowner or occupant shall play or permit to be played any musical instrument, nor operate or permit to be operated a phonograph, television, radio, or sound amplifier in his/her home in such a manner as to unreasonably disturb or annoy other residents.
2. No radio or television, mechanical or electronic installation may be permitted in any home which interferes with the television or radio reception of another home.
3. Grocery and luggage carts are provided in the garage lobby for use by all residents. When finished with their use, please return the carts to the lobby storage area promptly. Do not leave carts in the elevators.
4. As a courtesy to neighbors, construction and renovation jobs are limited to Monday through Friday from 8:00 A.M. to 4:00 P.M. and on Saturdays from 9:00 A.M. to 1:00 P.M. No work is allowed on Sundays and federal holidays. Work must be concluded by 4:00 P.M. on the eve of federal holidays. Federal Holidays, for the purpose of this document, are as follows: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day. No work that generates unreasonably high noise levels shall be permitted on Saturdays, Sundays, or holidays except for emergencies with notice to building manager. Unreasonably high noise or vibration shall include, but not be limited to, removal of old flooring, boring holes in concrete, heavy hammering or grinding or sawing with high-pitched circular motors.
5. Please observe the 10 MPH speed limit. Be especially careful on entering and exiting the garage. Yield to pedestrian traffic.

WHILE YOU ARE AWAY

When you are away, these are the required initiatives to ensure that there is no damage to your property, other units or to common property. Please note:

According to Meridian Condominium Declaration Section 11.1.(a) "The Association has the irrevocable right to have access to each Unit and its Limited Common Elements from time to time during reasonable hours as may be necessary for the maintenance, repair or replacement of any Common Elements therein or performing extermination services, or at any time and by force, if necessary, for making emergency repairs therein necessary to prevent damage to the Common Elements or to any other Unit or Units." Accordingly, each owner is asked to supply a unit access key to the Building Manager to avoid forcible breaking in the event of an emergency. All such keys are maintained in a locked cabinet in the manager's office. Also, each resident is requested to notify the Building Manager or Concierge when they are going to be absent to better plan for actions that may impact your residence (e.g. hurricane related actions).

1. Residents must remove all furniture and plants from terraces while they are away for more than 48 hours during hurricane season. Hurricane season is defined by the National Weather Service as June 1 through November 30. Owners are responsible for clearing their unit terrace within 12 hours of the issuance of a hurricane warning or a tropical storm by the National Weather Service. If owners fail to remove furniture and plants from their terrace pursuant to the above, the Association may, but is not obligated, arrange for the terrace to be cleared at the sole expense of the unit owner. The minimum fee to the Association if such action is taken will be \$500.00 or such other amount permitted by law, plus any additional expenses to third parties. In the event the Association acts to remove furniture and plants from any terrace, the Association shall have no liability to the unit owner for any damage or loss of property. All requests for Meridian to arrange for removal of items must be in writing from the Owner to the Board of Directors or the Manager. Notwithstanding anything to the contrary above, the Association or its staff shall not be responsible to remove furniture and plants from terraces and shall not respond to verbal requests by unit owners to do so. Such removals are the sole responsibility of the unit owner.
2. There is the potential for high winds all year. Thus, residents are strongly encouraged to remove all movable objects, including furniture and terrace plants when leaving for any period of time over 48 hours. This is especially recommended in the months of May thru December. The Association requests an emergency contact person from the owner to remove furniture and plants from a terrace due to unexpected high winds. The Association will make every attempt to contact the owner's representative if possible. The Association reserves the right, without obligation, to arrange for the terrace to be cleared only if the owner fails or refuses to do so after all attempts are made to contact a representative; a minimum fee of \$500.00, or other amount permitted by law, plus any additional expenses to third parties, will be charged to the owner by the Association. The Association shall have no liability to the unit owner for any damage or loss of property.

3. ***Residents must turn off their water at the main valve located near the water heater when leaving for more than 48 hours. If assistance is required, please contact the Concierge.***

Residents who have not followed this requirement have caused considerable damage to other units in addition to their own unit. Please ensure your water is turned off and protect your investment and that of your neighbors.

- a. There have been to date 15 significant water incidents that have substantially impacted our residents and caused substantial damage to the common areas. Ten of those 15 water incidents could have been prevented by the simple act of turning off the water at the main valve.
- b. Owners who cause damage by their failure to turn off their water at the main valve are subject to referral to the Compliance Committee and fines and fees up to a maximum permitted by law. In addition, the owner is responsible for the expense of any maintenance, repair or replacement made necessary because of owner negligence.
 - Turn “off” circuit breaker for water heater and insta-hot (if applicable) and unplug the latter at your sink. These items could be damaged when the water is off.
 - Turn off ice maker by raising arm on unit.
 - To prevent water damage in your unit, and those below you, you must use steel reinforced hoses on clothes washer water connections. Please turn off the water supply to clothes washing machines when not in use.
 - When you are away, do not turn off your air conditioning. Set the temperature at 78°. If the air conditioning is turned off, or is malfunctioning, mold will accumulate, causing significant damage.
 - It is required that you have someone check your unit at least weekly if you are away for any extended period.

GUESTS

1. Our goal is to ensure a courteous welcome to all guests and an enjoyable visit to your home. Accordingly, we need your cooperation. Residents are requested to inform the Concierge of the name of guests, arrival time and any guest special requirements (e.g. handicapped) at least 24 hours prior to guest arrival. This will ensure preparation of guest and vehicle passes and assist in the expeditious processing of your guests.
2. Unit owners may notify the Association in writing of persons authorized as “permanent guests” such as immediate family members not in residence. This list will be maintained by the Concierge and at the Guard house to facilitate guest processing and entry.
3. The Concierge will prepare daily a listing of all guests for the following day. The guard will then pre-prepare the required admittance documentation.
4. The gate guard will notify the resident of the guest arrival. The gate guard will also notify the Concierge of the guest arrival to expedite any required assistance and to ensure a proper welcome.

5. Guests staying in homes overnight or longer in the absence of the homeowner must be registered in advance with the Concierge. Unaccompanied guests will not be admitted without such registration.
6. When exceptional circumstances do not allow for prior written authorization, a telephone call to the Manager by the unit owner is acceptable, provided the manager is certain that it is the unit owner calling and provided the Manager receives follow-up authorization by FAX or E-mail prior to admitting unaccompanied guests. An unacknowledged E-mail message to the manager without verbal follow-up communications is not sufficient authority for authorizing entry. The Manager will instruct security to issue a parking pass in keeping with the instructions received from the unit owner.
7. In the absence of the Unit Owner, occupancy by guests is limited to a maximum of four (4) times per year. This is not intended to constrain visits by immediate family members, parents, children, siblings of owners and owner's spouse in the absence of the Unit Owner.
8. More than 25 non-resident visitors in a resident unit are considered a "unit party" and must adhere to all rules and these requirements as well:
 - a. Notice to the manager is required in advance of the unit party.
 - b. The resident-host for a unit party of 25 or more non-resident guests in a unit must hire a staff member or other responsible adult delegated by unit owner to coordinate parking at the Meridian or elsewhere. Parties planned for children (under age 18) require one (1) adult supervisor for every five (5) children in attendance.

MISCELLANEOUS

1. Homeowners or occupants who plan to be absent during the hurricane season must prepare their home prior to their departure by designating a responsible firm or individual to care for his/her home should a hurricane threaten, or should the unit suffer hurricane damage. The homeowner/occupant is to furnish the Association with names of said individuals.
2. Due to the extreme dangers of chemical combustion fires, all electrical and/or hybrid vehicles [i.e., cars, e-bikes, scooters, skateboards etc.] having a lithium battery must be immediately removed from the Meridian property whenever a notice of a storm "mandatory evacuation" issues.
3. If not in residence, owners are requested to have their mail forwarded by the Post Office. The concierge is not responsible for the forwarding of mail. Mail will not be delivered to the unit when the owner is in residence except under extraordinary circumstances such as individuals requiring medical assistance. When the resident is on an extended trip, the concierge will, with the owner's coordination and consent, deliver mail to the unit the day before return.
4. Smoking Policy:
 - a. Smoking is prohibited in all the common elements of the residential towers, including, but not limited to areas of the roof, trash rooms, storage lockers, the gate house, tennis court/seating area, pool area bathrooms, the pool/cabana/pool pavilion area and covered parking garage. With respect to the pool/cabana/pool pavilion area, a designated smoking area is established at the three wooden benches located on the ramp from the first-floor rear exit doors leading to the pool and cabana area. Nothing

herein shall prohibit smoking within private residential units or their appurtenant limited common element terraces.

- b. Discarding any object, including cigarettes or cigars from terraces is prohibited.
5. No flammable, combustible or explosive fluids, chemicals or substances shall be kept in any home, or on the Common Elements (including storage lockers and private garages).
6. The equipment and furnishings of the common elements have been provided for the use and enjoyment of all Owners and their guests. Please use and enjoy them in a responsible manner. Equipment and furnishings are not to be removed from their designated areas.
7. Absolutely no feeding of wild birds/animals is permitted on the Association property.
8. A lost-and-found will be maintained by the Concierge. Residents who lose or find articles of personal property on the condominium grounds are encouraged to contact the Concierge.
9. In general, and unless otherwise specified, the recreational facilities will be open for use between the hours of 6:00 A.M. and 11:00 P.M.
10. Underage drinking on property will be reported to the Clearwater Police. Meridian does not tolerate such behavior.
11. Employees of the Association are not to be sent out by homeowners or occupants for personal errands. The Board of Directors shall be solely responsible for directing and supervising employees of the Association.
12. To preserve owner privacy, real estate "Open Houses" are not permitted at the Meridian. "For Sale or Lease" signs may not be posted on the property. No realtor 'caravans' are permitted at Meridian.
13. Units are to be used only for residential purposes. Thus, a corporation cannot occupy a unit for such use and no unit may be sold, leased, or otherwise conveyed to a corporation, partnership, or other business entity. (See Section 18.6 of the Condominium Declaration).
14. Operation of any flying object, such as drones, kites, etc., is strictly prohibited anywhere on or over the Meridian common areas or any limited common area without advance written request to the Meridian manager and with the express written approval issued by the Meridian manager.
15. Smoke detectors are required to be replaced at a unit owner's sole expense in every location in which they were originally placed every 10 years from the date of manufacture because these detectors have a 10-year useful life. Failure to do so endangers all residents.
16. All HVAC compressors on the Meridian roof must have approved anchoring straps installed by no later than June 1, 2023, which is the beginning of Florida's 2023 hurricane season.

COMMON AREAS

This section refers to areas of Meridian on Sand Key which are owned and enjoyed in common by all homeowners. The establishment of reasonable standards for use of common areas serves to preserve and protect these areas for the benefit of all condominium members.

1. Adults and children are required to wear footwear and to cover their bathing suits with shirts or jackets in all lobby areas, elevators, enclosed recreational facilities, and in all common areas other than in the swimming pool, spa, surrounding deck areas, and common showers. Residents and guests are asked to use the covered parking area access door for beach/pool egress and ingress.
2. The sidewalks, entrances, passages, lobbies, hallways, garages, and like portions of the common elements shall not be obstructed nor used for any purpose other than entrance and exit to and from the condominium property; nor shall any carts, bicycles, carriages, chairs, tables, or any other objects be stored therein, except in areas specifically designated for such purposes.
3. The personal property of homeowners and occupants must be stored in their respective homes or inside their assigned storage lockers. Residents may display tasteful seasonal door wreaths on their unit doors, provided no nails, screws, or other fasteners penetrate the door surface. Nothing should be attached to common area walls.
4. All garbage, refuse, trash, or rubbish must be bagged before depositing in trash chutes or dumpsters. Residents are encouraged to use recycling containers for newspapers, plastics, and cans. Recycling containers are located at the garage level in each trash room.
5. Trash chutes should be used between *8:00 A.M.* and *10:00 P.M.*
6. Bottles, glass, and cardboard must be disposed of in the trash room located on the garage level. Large cardboard boxes should be broken down and deposited near the dumpster in the trash room. All glass must be bagged properly and carried to the trash room for appropriate disposal.
7. A bulletin board for resident use is provided in the mailbox area. This bulletin board is for posting of services and items for sale by residents that may be of interest to other residents. The bulletin board is not for posting of services by others. The Concierge maintains a list of community services. Management will remove posted items after one month.

PETS

Pets are important members of many families, and Meridian on Sand Key does allow the keeping of certain pets. A vital element of sanctioning pet ownership in a condominium community is the establishment of firm guidelines to ensure that one homeowner's right to keep a pet does not infringe on another homeowner's right for peaceful enjoyment of his/her home.

1. Each homeowner or occupant may keep no more than two (2) household pets in his or her home, limited to dog(s) and cat(s) with a total combined weight of not more than forty (40) pounds at maturity, provided that no pets are kept, bred, or maintained for commercial purposes and do not become a nuisance or annoyance to neighbors. The association reserves the right to request proof of pet weight. Pets must be registered with the Association. However, any owner, lessee, or guest wishing to submit a request for either a Service or Support Animal accommodation must review and acknowledge the receipt of the policy for Service or Support Animals and in accordance with Florida law must provide the Association with requested information regarding the animal, unless the disability is observable or readily apparent. The Board of Directors will only review requests from unit owners, lessees, or guests. Residents making requests must sign off on the Service/Support Legal Document prior to receiving Board Approval.
2. Pets, birds, fish, or other animals, shall neither be kept nor maintained in or about the condominium property except in accordance with the following, in addition to the applicable terms of the declaration:
 - Fish or a caged household-type bird(s) may be kept in a home, provided that no bird(s) may be kept on limited common elements (terraces). No bird(s) may be kept that become a nuisance or annoyance to neighbors.
 - The dog walk/relief area shall be the grass strip/apron on the north and south side of the garage. Homeowners must pick up all solid wastes of their pets and dispose of such wastes appropriately. Plastic waste bag dispensers and refuse receptacles are located at the garage exit doors on the north and south sides of garage.
 - No pets may be kept on terraces when the resident is not in his/her home.
 - Pet restrictions apply to all pets brought onto condominium property, whether permanent or transient.
3. Dogs and cats shall not be permitted outside of a home unless attended by an adult and on a leash not more than six (6') feet long. Dogs and cats shall only be walked or taken upon those portions of the common elements designated by the Association from time to time for such purposes. In no event shall a dog or cat ever be allowed to be walked or taken on or about any recreational facilities contained within the condominium property, the beach, or dune areas.
NOTE: Pets are permitted in and out of the building thru the garage entry only.
4. Full restraint and control at all times of a leashed dog [see item # 3 above] is required in order to avoid any pet jumping or lunging at other persons whether entering, leaving, or inside an elevator, as well as passing through any common area such as the garage.

LEASING OF CONDO UNITS

“No lease shall be valid or approved for a term of less than ninety (90) days.” (Declarations 18.1) The Board of Directors is charged with the responsibility of approving leases. Accordingly, the following rules apply:

1. All leases shall be submitted to the Manager for review and approval by the BOD. Submission of leases with accompanying information shall be delivered to the Manager not later than thirty days prior to the commencement date of the lease; this includes extension of leases previously approved. The BOD shall have ten days to approve or reject the lease.
2. Unit Owners must notify the Association in writing of the names of all persons authorized to occupy a unit during the lease term.
3. There is a non-refundable application fee of \$100.00 for new owners/lessees. The owner is to provide sufficient information to the Association to permit a background check on the lessee.
4. Guests of Units in the absence of the Unit Owners thereof who violate the rules of the Association may be restricted from entry to the Meridian community. Owners are responsible financially and legally for all violations committed by their guests, tenants, invitees, and all persons coming on to the property through the permission of the owners, tenants, guests, and other occupants of the units.
5. Owners who lease their units give up their rights to use the facilities of the association (pool, fitness room, etc.).

PRIVATE PARTY RESERVATIONS

The Meridian on Sand Key Board of Directors recognizes that on occasion residents may wish to use the social amenities (social and card rooms plus the pool pavilion) for private parties. To protect these areas from damage or excessive wear and tear, standards and procedures have been established for private party reservations. It is the intention of the Board to moderate private use of the social amenities so they will be sufficiently available for the use and enjoyment of the full membership.

1. The use of Common Elements for parties and other gatherings is subject to prior approval of the Association under the conditions established from time to time by the Board of Directors. Residents who desire to reserve the social amenities for a private party must comply with all requirements contained in Meridian on Sand Key Private Party Agreement available from the Concierge.
2. Only the social amenities may be reserved for private parties. The pool, cabanas and bathrooms may not be reserved. However, one grill and the covered portion of the pool area in the vicinity of the bathrooms may be reserved for private parties. Deck furniture from other areas of the pool area may not be relocated. Private party notices for all social amenities shall be posted five days prior to the function date.
3. A \$500 refundable damage deposit is required in advance of the private party. Payment for all associated costs, including cleaning charges, will be the responsibility of the resident-host of the party. The damage deposit will be used to defray such costs. Any balance will be reimbursed as stated in the Private Party Agreement. The resident-host must hire a staff member or other responsible adult delegated by unit owner to coordinate parking at the Meridian or elsewhere. Parties planned for young adults and children (under age 18) require one (1) adult supervisor for every five (5) children in attendance.

4. Private party reservations may not be made more than three (3) months in advance. Holidays and holiday weekends are not available for private party reservations. Holidays for the purpose of this document, are as follows: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day not available for private party reservations. Association functions will receive scheduling priority. All private parties must conclude by *12:00 midnight* unless extended hours are pre-approved by the Board. Because of the proximity of the social amenities to residential homes, there are limitations on music and sound-producing equipment. No microphones may be used during any function for the purpose of making announcements or addresses. Doors leading to hallways from Social/Card Rooms should remain closed during parties.
5. The social amenities may not be privately reserved for commercial or business functions including fund-raising activities. Private parties must be hosted by resident(s) of Meridian on Sand Key. The resident-host must be present for the duration of the party, will be fully responsible for the conduct and actions of his/her guests, caterers, entertainers, etc. while they are on condominium property.
6. Because of the parking limitations at Meridian, there can be no reservations for parking for private party guests. It is recommended that off-site parking arrangements be made by the resident-host. The party agreement form is available from the Concierge and has names and phone numbers of possible off-site parking. Resident-hosts are reminded that they are responsible for parking violations.
7. Maximum number of guests permitted at a private party: 75.

PACKAGE DELIVERY

The following procedures will be followed with respect to packages that arrive at the Meridian for residents:

1. During normal business days (typically Monday through Friday) between the hours of *8:00 A.M.* and *3:30 P.M.*, packages will be accepted by the Concierge. Packages will be delivered to the outside of the unit door unless the owner is not home and requests that it be left inside the unit door. Should the package exceed 30 pounds in weight or 36 inches by 36 inches in size, the Concierge will request that the delivery person transfer the package directly to the resident's unit. In such an instance, the Concierge will accompany the delivery person.
2. For packages arriving at the Meridian gate house after *3:30 P.M.* during normal business days or on weekends or holidays, the gate guard will attempt to contact the resident by telephone and inform them that a package is available for pickup at the east or west garage elevator entrances. If resident does not answer their telephone, packages left overnight will be collected by Concierge the morning of the following business day and an attempt made to call resident to pick up the package at the Concierge desk. If resident is not on premises or has difficulty in coming to the Concierge desk, the package will be delivered, with resident's approval, inside the resident's unit as the earliest convenient time. Packages that require receipt signature will not be accepted by gate guard, but guard will attempt to contact the resident by telephone. If

the resident is available, they will be given the opportunity to sign for the package. If the resident is not available, the guard will request package be re-delivered during the next normal business day. Large or heavy packages left at the east or west garage elevator entrances overnight will be collected by the Concierge or a member of the maintenance staff the morning of the following business day and delivered, with resident's approval, inside the resident's unit at the earliest convenient time.

PARKING RULES & REGULATIONS/GARAGES/VEHICLES

Parking etiquette at Meridian is an important part of residency. All covered parking spaces are assigned to individual homeowners except for garage unassigned/guest parking in spaces numbers 1 through 6, & 126 through 132.

1. While the Meridian is a wonderful place to live, the one scarce resource that requires special management is parking. While the number of rules that pertain to parking may appear excessive, our objective is to optimize the utilization of this scarce resource to best serve our residents and their guests. All residents are requested to fully cooperate with the implementation of the below parking rules and regulations.
2. Each home is assigned at least one covered parking space. These spaces are reserved for the exclusive use of the homes to which they are assigned, unless dedicated by registration with Concierge to another homeowner. Additional owner vehicles and vehicles belonging to guests must be parked in unassigned/ guest parking spaces pursuant to the provisions herein.
3. All Unit Owners/Residents are limited to the maximum of two (2) vehicles parked on Condominium Property in garages, covered spaces, or outside parking lots. Those residents who have a registered third car with an annually renewable red decal may park a third car overnight in the upper outside parking lot while "swapping" out vehicles to maintain the two (2) vehicle restriction.
4. Parking alongside the entrance ramp is permitted only when guest and/or unassigned spaces are occupied. The Porte Cochere is reserved for picking up and dropping off residents and their guests. Parking time is limited to three minutes.
5. All moving vans must enter at grade level and park outside the garage entrance. They must not block accessibility to the garage. All furnishings must be brought into the building through the garage level and delivered to homes through the designated elevators ONLY. Deliveries of furnishings must be scheduled two (2) business days' in advance with the Concierge. NO MOVING VEHICLES ARE ALLOWED TO GO UP THE RAMP TO THE PORTE COCHERE AREA.
6. Only one vehicle is allowed per parking space. Parking space designated as "handicapped parking" is reserved for the exclusive use of handicapped residents and guests. A State issued disabled parking permit must always be displayed while the vehicle is parked in a handicapped parking space.
7. No commercial vehicles, campers, mobile homes, recreational vehicles, boats, or other trailers (including personal watercraft) shall be kept or parked on the condominium property, in exterior parking areas or within covered parking spaces. "Commercial vehicles" shall mean those not designed or used for customary personal/family purposes. Personal pick-up trucks

will be considered commercial vehicles if there is construction equipment or supplies which are visible on the exterior of the vehicle, the vehicle is considered a commercial vehicle, or the vehicle has commercial lettering. The absence of commercial-type lettering or graphics on a vehicle shall not be indicative as to whether it is a commercial vehicle. This shall not prohibit the parking of otherwise prohibited vehicles in the course of providing services to the condominium property, residents, or the Association.

8. No repair of vehicles shall be made on the condominium property.
9. If a vehicle is dripping fluid on the garage floor/pavers, the owner/resident is financially responsible for cleaning the parking space and restoring the floor to original condition.
10. Owners of individual garages shall keep the interiors neat and tidy; storage of materials that would constitute a fire hazard is prohibited.
11. Except when entering or exiting an individual garage parking space, the garage door is to be maintained in a fully closed position. Homeowners shall not use individual garages as work areas.
12. Motorcycles are considered recreational vehicles and will be considered on a case-by-case basis by the Board of Directors, using the following guidelines:
 - Must be operational, in good condition, and have a current tag and registration.
 - No motorized dirt bikes are allowed.
 - Must be used for personal/family purposes.
 - Must have acceptable decibel level (no louder than passenger automobile) so as not to be disruptive to other residents.
13. Bicycle racks are available, on a limited basis, for the convenience of residents who are actively using their bicycles. Bicycles must be registered with the concierge. Unregistered and/or abandoned bicycles will be donated to charity semi-annually.
14. As a safety precaution for all residents and guests, the vehicle speed limit on Meridian property, including garages and exterior ramps, shall not exceed 10 mph.
15. All contractors, vendors, service, and domestic employees are required to use the *outside lower lot*. If they need to unload materials, they may always do so in the garage but only briefly with someone attending the vehicle.
16. To keep the outside lower lot available for the above during the daytime hours from Monday through Saturday, *residents and guests should not park in the outside lower lot during daytime work hours*. Meridian employees are expected to park in the upper outside lot.
17. Vehicles regularly parked at Meridian must be registered and decals must be displayed. There will be no more than two parking spaces permanently assigned to any unit. Residents are expected to utilize their respective reserved spaces in personal garages and covered areas.
18. One registration decal (green) will be issued for each permanently assigned covered parking space. Those residents with garages will also be assigned a green decal.
19. Upon application, a second registration decal (blue) will be issued to residents who have a second vehicle but do not have a permanently assigned second space. Such vehicles may be parked in unassigned spaces, either inside or outside, on a first come, first served basis.
20. Green decal vehicles will only be in the owner's garage/assigned parking space. Residents using unassigned/covered garage spaces for a blue decal vehicle will place that vehicle in their reserved space when their primary (green decal) vehicle is out of their assigned parking space for more than 24 hours.

21. Owners with a second vehicle (blue decal) that do not have a second parking space may not 'save' an unassigned/guest parking space by putting their primary (green decal) vehicle in the unassigned/guest space while leaving their primary parking space vacant.
22. To keep the pool of unassigned/guest spaces as large as possible, residents with two vehicles and one assigned space are encouraged to make personal arrangements with part-time residents to use available spaces. There are cases where residents with two reserved parking spaces allow their spaces to sit vacant for extended periods. If we all follow a "good neighbor" policy and allow other residents the use of our "assigned space" when they are not in use, there would be more than adequate guest parking.
23. The Manager and the Concierge will maintain an active list of available "assigned parking spaces" for use by residents with a second vehicle (blue decal) both on a full-time basis and for only a specified period (e.g. resident on vacation).
24. To assist in compiling the listing of available "assigned" parking spaces, residents are requested to inform the concierge of the dates their parking space is available. The concierge will maintain the listing and work with residents to ensure no conflicts result (e.g. owner returns to find a vehicle in their parking space).
25. In the interest of providing fair access to covered parking for Meridian unit owners and full-time residents, no vehicle can remain unmoved in an unassigned covered parking space for more than 15 consecutive days. Unassigned parking spaces are not intended for long term vehicle storage. Unit owners with two vehicles but only one assigned parking space should contact other unit owners not using their assigned parking space or the concierge for possible assistance.
26. In the event a unit owner or permanent resident wishes to have a guest park in its assigned parking space, the registered vehicle for that space must be relocated to the outside upper parking lot and not to an unassigned covered parking space.
27. Owners are responsible for registration of their vehicle(s). The Meridian Concierge will issue the decals and will be responsible for installation of the decals on all vehicles. Part time residents who are not available during office hours can coordinate with the Concierge or Manager to have a BOD member install the decal on weekends. Owners will notify the Concierge or Manager of any change regarding the status of their vehicles (e.g. purchase of a new vehicle or vehicle sale) and will be responsible for the removal and destruction of the decal upon a change in the vehicle status.
28. Other identifying passes (color coded) will be issued for:
 - a. Resident temporary vehicles (e.g. rental cars)
 - b. Vendors, Contractors, Service Employees, etc.
 - c. Guests permitted in unit owners assigned underground or garage parking space.
 - d. Guests parking in upper outside parking lot.
29. All vehicles entering Meridian property or parking on its premises must display appropriate identification. Every vehicle on the property must be identifiable.
30. Owners are reminded that the use of Meridian parking spaces for "beach parking" is not authorized. Friends cannot be put on the guest list for parking only and to access the beach.
31. Residents who are planning large gatherings must make arrangements with the Meridian Manager or the Concierge. This is necessary whether the event is held in a common area or in

- one's residence. The spaces along the north wall of the ramp may be utilized, under the direction of the security guard, for special occasions. This area can handle up to fourteen cars.
32. Residents hosting guests shall have them utilize the upper outside parking lot. Guests will be instructed by the security guard to park in upper outside parking lot.
 33. Unassigned covered parking spaces are for use by unit owners and permanent residents only, except as specifically provided herein.

PARKING RULES IMPLIMENTATION

1. Identifying decals (green, blue, red) will be placed on the driver's side rear bumper.
2. To assist the security guard in reading the decal on the rear of the vehicle, it is requested that vehicles be parked in a forward position.
3. The night security guard will make rounds of the inside and outside parking areas, making notation of all parked vehicles on the chart provided by building management. In addition, the Manager will monitor the status of parking compliance.
 - a. The Manager will review the chart each morning to ascertain whether vehicles have decals or current passes and whether vehicles are parked in their respective authorized spaces.
 - b. The Manager will ensure that the Chair of the Rules & Security Committee and the Member of the BOD serving as liaison on parking is updated on required actions.
4. Vehicles will be in violation if they are parked in spaces other than those assigned, that is:
 - a. Vehicles with green decals must be parked in owner's garage or permanently assigned space.
 - b. Vehicles with blue decals will be parked in the owner's permanently assigned space if the resident's primary vehicle is to be gone for more than 24 hours.
 - c. Vehicles with blue decals may be parked in unassigned covered parking spaces, with the restriction of subparagraph 4b, above.
 - d. Vehicles with blue decals may be parked in spaces assigned to part- time residents, provided arrangements have been made with that resident and the concierge notified.
 - e. Vehicles without blue decals or currently validated guest passes may not be parked in unassigned covered parking spaces except as provided herein.
 - f. In the case where a third vehicle with a red decal is on property temporarily, it is authorized only for outside parking. In the case when a vehicle with a red decal is the only owner/resident vehicle on Condominium Property, it can be parked in the owner's permanently assigned space. If the vehicle with a red decal is the second vehicle on property, it may be parked in an unassigned/covered ("Guest") garage space. At all other times, the red decal vehicle must be parked in the upper outside lot.
5. "For Sale" signs or lettering cannot be displayed on vehicles on Meridian property. Wrecked or damaged vehicles must be covered while on property.
6. First time violators of these rules and regulations will receive a warning notice on their vehicle windshield in addition to a personal notification. Repeated violations will result in towing at the violators sole expense. The Board of Directors may impose fines and fees of \$100/day up to a maximum of \$1000, or any other amount permitted by current law.

7. Guests and visitors are to use the outside parking spaces in the upper parking lot. The lower parking lot, except on weekends and evenings, is reserved for vendor and service vehicles. If the resident's assigned space will be vacant, in the interest of optimizing our scarce parking resource, with Concierge notification the guest may park in the resident's assigned space.

ENTRY PASSES

In order to maintain an orderly non-resident access policy to the Meridian premises, the following shall govern issuance of passes:

1. Except as provided in #2 below, the Concierge shall be the originating source for all guests, visitor and contractor passes for periods longer than one day. Pursuant to paragraph 1, Guests, page 6 of this document, owners or residents are to inform the Concierge of expected guests who will remain on-site for more than one day. It is recommended that even in the case of persons authorized as "permanent guests", the Concierge be informed of their arrival so that entry passes can be issued with the specific period of their stay noted.
 - The owner or resident may request from the Concierge a pass for a guest for up to two weeks. The guest must reside at the Meridian for the entire period. If the guest is planning a trip away from Meridian, such as Disney World, etc., and then returns to the Meridian, separate passes are required for each stay.
 - Owners and residents may also request from the Concierge an extended pass for up to one month for Care Givers. This would include home health professionals, babysitters, and dog walkers. The extended pass must be day specific, such as Monday thru Friday or Tuesday and Thursday only.
 - If an owner is having extensive renovations completed in their unit, an extended pass for up to one month can be requested from the Concierge. Again, these must be day specific and contractor specific.
2. Without instructions from the Concierge, the Gate Security Guard is only authorized to provide one day entry passes. Notwithstanding this, in the event a guest not previously registered with the Concierge arrives on a weekend day or legal holiday, in the absence of the Concierge, the guard may issue a pass at the request of the owner or resident for the duration of the weekend or holiday period. Entry passes for guest stays beyond the weekend or holiday period must be obtained from the Concierge.

ELECTRICAL USAGE IN LIMITED COMMON AREAS

Electric outlets in individual garages are connected to the Association's electric meters and paid by the Association. Unit owners who have assigned garages are permitted to connect one refrigerator or one freezer to the Association's electrical outlet within the garage under the following conditions:

1. The capacity of the freezer or refrigerator cannot exceed 24 cubic feet in capacity.

2. There is a limit of either one refrigerator or freezer in each garage, unit owners must notify the Manager in writing prior to installing and connecting such appliance to the Association's electric outlet,
3. The Association reserves the right to discontinue the policy of permitting the connection of refrigerators or freezers to Association electric outlets if the capacity of the circuit breakers serving the garages is in threat of being exceeded. In the event a unit owner who is assigned a garage wishes to connect a refrigerator or freezer to an existing circuit breaker that is near capacity, the Association reserves the right to place that unit owner on a waiting list until a refrigerator or freezer then on the circuit is disconnected.
4. Owners who wish to connect a refrigerator or freezer to the Association's electric circuit or who are currently connected will be required to execute a hold harmless agreement consistent with the above.
5. The charging of electric vehicles at the Meridian utilizing power sources provided by the Meridian to include those located within private garages is prohibited until such time as a designated charging station is provided for resident's use.

PROHIBITED LITHIUM BATTERY CHARGING IN ALL AREAS OF THE MERIDIAN, [ie., UNITS, COMMON AND LIMITED COMMON AREAS]

1. Due to the extreme dangers of overheating thereby causing fires, all charging (a) of lithium batteries for ride-on vehicles such as (i) e-bikes (ii) scooters, (iii) skateboard, etc., in addition to (b) of lithium batteries for hurricane shutters are prohibited anywhere on/in the Meridian property, including in all units, common areas and limited common areas.
2. A resident or staff may obtain an exemption due to a medical or other condition by submitting a request to the manager who shall document the grant or denial of the exemption in writing. The board shall periodically review all exemption grants and take all necessary steps to safeguard such usage.

LEAK DETECTION SYSTEM [LDS] TO PREVENT WATER DAMAGE

Regrettably, over the past 2 decades since the opening of the Meridian in 2000, numerous and extensive water leaks have occurred at great cost and harm/inconvenience to residents. The Association has purchased and installed for the benefit of every unit a Leak Detection System [LDS] that the Association owns and will maintain. Therefore, for the protection of everyone, it is necessary that no unauthorized or unapproved alterations to the LDS be made. Accordingly, the following Rule(s) apply.

1. No person [including but not limited to all residents, guests, invitees and/or contractors] are permitted to incapacitate or otherwise change the parameter setting of a unit's LDS system without written notice to and written approval by the Meridian Building Manager.
2. The Meridian Manager shall maintain a log or written record of all changes for review.

MOVE-IN, LARGE DELIVERY, & CONTRACTOR PRODEDURES

MOVE-IN OR LARGE DELIVERY

Anyone planning a move, large delivery, or contractor work needs to coordinate the above with the Manager and/or Concierge to reserve unloading space for vans or trucks and to reserve and *pad* the elevator designated for deliveries. Damages caused by homeowner, mover or other vendor will be the responsibility of the owner. A \$500 deposit will be given to the building Manager 5 days prior to the move. It will be refunded if no damage of common area is sustained. Moves (in or out) or large deliveries, or contractor work, is not permitted between 1:00 P.M. Saturday and 8:00 A.M. Monday or on Federal Holidays. Late moves (in or out) will be considered on a case-by-case basis by the Manager. Normally two large moves cannot be coordinated on the same day. Permitted move in weekday times are 8:00 A.M. To 4:00 P.M. (For list of holidays, see p.5, Neighborly Concerns, n. 3)

1. The driver meets with the concierge to receive instructions and the elevator key. Gatehouse attendants have specific instructions regarding the parking of trucks/vans to allow normal traffic flow in and out of the garage.
2. Private arrangements need to be made for the removal of large cardboard boxes and cartons from the building. Only smaller boxes (which have been flattened) may be placed in the building trash container. Boxes should never be put in the trash chute.
3. Temporary Elevator Usage – During the period of May 9 through November 15, 2022, for the East side elevator tower and for the period May 9 through November 15, 2023 for the West side elevator tower, there must be a full 2 business days written notice to the Meridian concierge or manager for any large item delivery/removal [such as furniture or appliance] or any unit move-in or move-out. This subparagraph 3 will expire in full on November 15, 2023.

CONTRACTOR WORK

1. Anyone planning contractor work must coordinate with the Manager and/or Concierge to ensure entry and padding of the elevators. Contractor work is defined as anything of value given in exchange for labor or services rendered by an individual or company.
2. Contractor work is permitted between the hours of 8:00 A.M. to 4:00 P.M. Monday through Friday and 9:00 A.M. to 1:00 P.M. on Saturday. Owners requiring the service of “quiet contractors”, those whose efforts generate no noise (e.g. computer repair) may have them stay beyond 4:00 P.M. provided they are in the building by 4:00 P.M. and their extension beyond 4:00 P.M. is approved by the manager. Owners are reminded that if they are doing work in their unit, they are subject to the same rules and regulations as contractors. Work that generates unreasonably loud noise Mondays through Fridays shall not commence prior to 9:00 A.M. No

such work shall be permitted on Saturdays, Sundays, or holidays except in the event of an emergency with notice to Meridian Manager. Unit owner or unit owner's contractor shall provide two (2) business days' notice to Meridian Manager prior to commencing work that will generate unreasonably loud noise. The determination as to what constitutes "unreasonably loud noise" shall be at the sole discretion of the Meridian Manager.

3. Homeowners are responsible for advising the Concierge to pad elevators before all contractor entry. Elevator pads must be removed by Meridian staff at the end of each day. Contractor work must be completed by 4:00 P.M. Monday – Friday. On Saturdays, contractor work must be completed by 1:00 P.M. The staff leaves at 4:30 (1:30 on Saturday) and this will assure that they leave on time. When any contractor delays the departure of staff, overtime will be billed to the owner. THIS IS NOT TO ENCOURAGE LATE WORK. ALL WORK HOURS WILL BE ENFORCED.
4. If a contractor arrives to do work and the Concierge/Manager has not been notified, the contractor will be turned away at the gate, especially if elevator padding is required. No contractor will be given permission to enter a unit if the Concierge/Manager has not been notified.
5. If you are expecting contractors, even if you are going to be home, please notify the Concierge two (2) business days ahead of time. Arrangements can be made regarding elevators, unloading, and unit access. Many times, residents are home, but on the balcony or on the phone and contractors have been turned away because the concierge was unaware of the work and the owner did not answer the phone. Without prior notification, contractor/service personnel that require elevator padding and/or hall protection will not be permitted entrance. If you are expecting a delivery or any type of service that requires the elevator to be padded or covering to be placed on the floor, it is your responsibility to notify the Concierge/Manager prior to arrival of that contractor.
6. Owners are responsible for reminding cleaning personnel to turn off the water when leaving if the owners are on extended absence. Dishwasher and clothes dryers should be operated only when the cleaning personnel are present.
7. Below are the Contractor Rules that are established for work being performed within the Meridian. All contractors will follow these rules or be subject to expulsion and not be allowed re-entry. Each contractor is given a set of these rules before work commences. Owners are responsible for ensuring that the contractor abides by the below rules. Rules governing contractors are included in the Alteration Approval Request document as amended from time to time. Modifications to the Alteration Approval Request document, approved by the Board of Directors, shall be considered operational as if in the Rules document.
 - Except as otherwise provided herein, working hours are 8:00 A.M. - 4:00 P.M. Mondays through Fridays and 9:00 A.M. - 1:00 P.M. on Saturdays.
 - Contractors are permitted to provide proposals/estimates after 4:00 P.M. Monday through Saturday. They are to park in the contractor area and no equipment or supplies are allowed in the building, except those needed to complete the estimate (e.g. clipboard, samples and measuring devices).
 - Loading Zone – 15 minutes only unless approved by Management.
 - Park in contractor parking only. Owner spaces cannot be used.

- Do not use Meridian carts.
 - Use padded service elevator only – NO EXCEPTIONS!! (Service elevator is the elevator on the left when facing elevators).
 - Do not block elevator doors with any objects. Lock down with key only to avoid elevator damage.
 - Elevators cannot be locked off for exclusive use – load and unload only. See concierge for elevator key.
 - Close garage lobby doors when loading/unloading is complete. Do not leave them open.
 - No contractor supplies left in garage or outside of unit.
 - All trash must be removed by the contractor. Do not use Meridian trash chute or trash bins for debris.
 - Do not leave unit front doors open. They must always remain closed.
 - Do not throw cigarette butts or any other item over the balcony railing.
 - No loud music in the unit.
 - Contractor must clean up common elements daily.
 - Absolutely no painting or alterations are allowed to any of the fire alarm devices in the units, such as, speakers, fire sprinkler devices, extended or concealed.
 - In the event that repair/replacement work within an owner’s unit is due to an insurable event covered by the Association’s insurance policy, no such work shall be undertaken prior to submission of the scope of such work and associated costs to the Meridian Manager for written approval.
8. Routine building maintenance events are required each year (e.g. elevator maintenance, fire alarm testing, and rug cleaning). For these events, the Meridian Property Manager will publish the scheduling a minimum of one week in advance. This notification will include any restrictions about deliveries and contractor activity. The Property Manager at her discretion may grant exceptions to these restrictions depending on individual resident needs and the impact on the entire resident community.
9. Housekeeper operations are an area of special concern regarding safety. For example, housekeepers should be instructed not to leave dryers running when they depart. If the resident is on extended absence, coordination must be made with the Concierge regarding turning water off and on. Residents are reminded that house keepers, as is the case with all contractors, should depart the building by *4:00 P.M.*

OUTDOOR AMENITIES

SWIMMING POOL, SPA, & BEACH ACCESS

The swimming pool and spa are subject to inspection and regulation by the Pinellas County Health department. Many of the following regulations are prescribed by that authority. All were established for the safe operation of the pool and spa.

1. Children under age 13 must always be accompanied and supervised by a responsible adult **while** in the pool and spa. Supervision implies that the adult is present on the pool deck area and is always able to see the children.
2. The swimming pool and spa are open from dawn to dusk per the Department of Environmental Protection. Use of the swimming pool and spa by residents and their guests is at their own risk. No lifeguard is on duty.
3. No glass containers and no pets of any kind are permitted in the pool/spa or on the pool decks. No food may be consumed in the pool or on the deck area immediately surrounding the pool.
4. The throwing of objects either in the pool or pool area that infringes on the use of the pool and the common area by other occupants and guests is prohibited. Respect for the rights of others is a primary consideration.
5. Headphones are required for radios or other sound producing equipment at the pool areas except during Association authorized and scheduled activities.
6. Swimwear appropriate to a condominium setting is required when using the pool or spa. Cutoff jeans and shorts may not be substituted for swimwear. In accordance with the restrictions on both Clearwater and Sand Key Beaches, no thong type bathing suits will be permitted in the pool or spa area.
7. All persons must shower to remove lotions, oils and/or soap residue before entering the swimming pool or spa.
8. No one with an open cut or infections is permitted in the pool/spa.
9. Cover deck furniture with a towel when applying suntan lotion or oil.
10. No substances such as soap, shampoo, etc., may be used in the pool shower, pool, or spa.
11. Please return deck furniture to its original positions after use. *Deck furniture is not to be removed from the pool area.* Deck furniture cannot be reserved.
12. Incontinent persons and children who are not toilet trained must wear tight fitting rubber briefs/pants if taken into the pool.
13. Use of the cabanas will be on a first come, first serve basis. No personal belongings are to be left at the pool area. Such belongings, if left, will be removed by the Association. Each morning, any personal belongings left in the pool area will be collected and held in the lost and found for a period of two weeks. Unclaimed items will be discarded or donated to charity. The Association shall not be responsible for any personal belongings left unattended at the cabanas, pool, spa, or other common areas within the condominium.
14. Absolutely NO DIVING in the pool at any time.
15. Maximum spa water temperature: 104 degrees is the maximum permitted by the County Health Dept. For health and safety reasons children under the age of 16 and pregnant women are requested not to use the spa.

16. In an attempt to please the majority of residents and follow common sense frugality, pool temperature will be maintained at 84 degrees except the when outside temperature falls below 50 degrees for three consecutive days, when it will be lowered to 64 degrees.
17. Pool railings are designed for the safe entry of residents into and out of the pool. Absolutely no use of pool railings as gymnastic or exercise bars.
18. For security purposes, the beach access gate must always be left in the locked position.
19. Portable cooking equipment is not permitted in pool area.

BARBECUE GRILLS

The gas barbecue grills are available for the use and enjoyment of residents of Meridian on Sand Key. The following regulations for use of the equipment were established to ensure that the grills are operated safely and kept in a clean and sanitary condition.

1. No one under age 16 may operate the barbecue grills without an adult present.
2. Barbecue grill must be cleaned by user after operation.
3. All food debris must be bagged and disposed of in a trash receptacle.
4. The grills are available on a first come, first serve basis, and may be reserved only for Association social events.
5. The grills may be used by residents for no more than one hour of cooking time.

TENNIS COURT

For the benefit of all players, the following use guidelines are to be observed by users of the tennis court.

1. Proper tennis attire must be worn by tennis players on the court. Shirts and rubber-soled tennis shoes must always be worn.
2. Generally, use of the tennis court is on a first come, first serve basis. Residents may reserve time on the court. However, no person may reserve more than two (2) active court times. The purpose for this rule is to prevent a person from dominating court time to the exclusion of other persons. Residents and their guests will be limited to one and one-half hours of play for singles and two hours for doubles. Residents with reserved time on the court will take precedence over those who do not have reservations.
3. Residents who arrive late for their reserved time forfeit their reservation and must wait until the court is free for play. **After play, the players are responsible for sweeping and lining the court.** Please take care of yourself as a courtesy to other residents and other players. Residents are responsible for ensuring their guests strictly adhere to this rule.
4. Players under the age of 13 must be accompanied by a responsible adult aged 18 or older.

5. Hours of use of the tennis court: *6:00 A.M. to 11:00 P.M.* Please complete any matches prior to *11:00 P.M.* Players are requested to strictly adhere to this rule as residents on lower floors are impacted by both the noise and the light. The guard on duty will strictly enforce this rule.
6. Please turn off lights courtside when night play is completed.

INDOOR AMENITIES

FITNESS CENTER

The fitness center and all equipment are for the use and enjoyment of all residents. Use standards have been established so that residents may safely share the facilities in cooperation with each other.

1. The fitness center will be available for use between the hours of *6:00 A.M. and 11:00 P.M.* The fitness center will close one hour each day, usually from *1:00 P.M. to 2:00 P.M.* (Monday – Friday) for cleaning.
2. Users of the fitness center do so at their own risk.
3. All persons must wear tops and appropriate footwear when using the Fitness Center equipment.
4. Please wipe any residual perspiration from equipment after use. Paper towels and disinfectant are provided in the Fitness Center.
5. Headphones are required with personal sound producing equipment if use of the equipment poses an annoyance to other users of the facilities or interferes with activities. All Association-owned sound producing equipment located in the fitness center must be operated at a reasonable audio level so as not be disruptive to other residents.
6. Children below the age 13 may use the fitness center equipment, steam rooms and saunas only when accompanied and supervised by a responsible adult. Steam rooms and saunas are not co-ed.
7. Residents are encouraged while using the sauna and steam room to use moderation in the use of body products with the goal of ensuring that there is no residue for subsequent users.

BILLIARD ROOM

The following regulations were enacted to promote the responsible use of the billiard room and its equipment.

1. The billiard equipment is not to be removed from the billiard room.
2. The billiard room is open from *8:00 A.M. until 11:00 P.M.*
3. Children below age of 13 are not permitted in the billiard room unless accompanied and supervised by a responsible adult.

4. The homeowner whose tenants, guests and invitees cause damages in the billiard room will be held responsible for all repair costs in addition to any fines which may be assessed by the Board of Directors.

CARDROOM/LIBRARY/LOFT

The cardroom/library/loft will be available for the quiet enjoyment of residents of Meridian at all hours.

1. Residents who borrow books or other materials from the library are requested to return them when they are through with them.
2. Residents are welcome to donate books and appropriate periodicals to the library. Donated materials should be in good condition and the Association reserves the right to dispose of any materials that have become worn or outdated.

BUSINESS AREAS

The executive business areas and equipment are for the use of all Meridian residents. Certain guidelines are necessary to regulate use of the equipment, to keep maintenance and repairs costs at a minimum, and to prevent misuse of the facility.

1. Residents can access the business work areas between *8:30 A.M.* and *5:00 P.M.* weekdays. Users must leave the area in the condition in which they found it.
2. Residents are welcome to use the executive business areas for personal business meetings provided they confirm availability of the room in advance with the Concierge. Private meeting reservations should be limited to three (3) hours.
3. Access to the executive business areas will be controlled by the Concierge. The Association has the right to be reimbursed by users for supplies commensurate to usage. The area may be closed when the Concierge is off duty. The Board of Directors may impose time limits for use of the equipment.
4. Residents are reminded that there is a highspeed internet connection accessible on the first floor in the common areas. Computers must be equipped with appropriate wireless network connection equipment.

ARCHITECTURAL/STRUCTURAL ALTERATIONS AND ADDITIONS

The Association, its Board of Directors, and all homeowners have a vital stake in ensuring that the design and beauty of the community, and thus its value, are preserved. For these reasons, proposed alterations to the condominium or any of its homes must be carefully considered, and prior approval must be sought from the Association Board of Directors.

1. A homeowner, who desires to perform any alterations, including installations of terrace ceiling fans, front doorbells, and anything on exterior walls, must request and receive prior approval from the Association using the Association's request form. All required literature, specifications, and pictures, (if applicable), must accompany the approval request.
2. In order to maintain peace, harmony, and safety for all residents, the Association has the right to insist on the following procedures for construction and renovation projects performed within individual units:
 - After proper authorization has been obtained, hallways, elevators and carpeting must be protected as necessary.
 - Restrictions/time limits **may** be placed on use of elevators and other common elements for transport of materials and removal of debris. This will be done on a case-by-case basis. The Association **may** restrict the amount of renovation/construction taking place simultaneously, especially in the same tower.
 - Hallways, stairwells, and garage areas will not be used as staging areas for material or debris without specific permission.
 - All applicable permits must be obtained and presented to management, contractors must be able to provide licensing and insurance information if required, and on major projects (must be defined), workmen must be supervised at all times by the homeowner, his/her agent, or a construction manager. It is not the responsibility of the staff to supervise the activities of homeowners' contractors.
 - Meridian is a residential building; no alterations will be permitted which would not be appropriate for that purpose.
3. When homeowners change their front door lock, they must provide the Association with a copy of their key. These keys will be in the Association's Manager's office in a locked key box to be used only for emergencies. This rule is enforceable under Florida Law for the common good of all homeowners.
4. No hard-surfaced floor coverings shall be installed in any home or its appurtenant limited common elements unless same is installed with an acoustical cork insulation or alternative sound-absorbing backing meeting at the minimum quarter-inch cork, (1/4") the specification established by the developer at the time of original construction. The Board of Directors is responsible for governing the enforcement of this standard in accordance with the Meridian on Sand Key Declaration of Condominium.
5. All HVAC systems must be installed by a licensed, insured HVAC contractor. No home shall have any aluminum foil placed in any window or glass door or any reflective or tinted substance placed on any glass. Solar glass tinting is permissible if it does not alter the exterior colors/aesthetics of the building. No unsightly materials may be placed on any window or glass door or be visible through such window or glass door.

6. The Federal Communications Commission has adopted a set of rules regarding the provisions of the Telecommunications Act of 1996, which are applicable to condominiums. Specifically, an owner is entitled to install a satellite dish no larger than one meter (39 inches) in diameter, on property which is owned by or under the exclusive use or control of the owner. That is, a homeowner can install a small satellite dish within the confines of his/her terrace(s), which are limited common elements, because he/she has exclusive use of those areas. No such installation may be permanently attached to terrace walls, railings, ceilings, or the floors. This assumes that the terrace faces the direction from which the satellite broadcast can be received. A homeowner or occupant shall not cause anything to be affixed, attached, hung, displayed, or placed on the exterior walls, railings, ceilings, doors, terraces, or windows of the building. Curtains and drapes (or lining thereof) on exterior windows or glass doors of homes shall be subject to approval by the Board of Directors but generally shall be a shade of white or off white.
7. Any homeowners, who desire to install storm shutters on their sliding glass doors or replace their sliding glass doors, must also request and receive prior approval from the Association using the Association's request form. Shutter installations must comply fully with the Association's storm shutter specifications and any applicable local and state regulations. Such shutters must be white in color and minimize any electrical conduit use. Conduits may connect no more than two shutters and must be painted the color of the building with an appropriate coating. Homeowners are responsible for compliance by their contracted shutter installers.
8. Homeowners, who make any alterations or shutter installations without the required approval, or installations contrary to any of the approved specifications or conditions of approval, will be required to remove the alterations and restore the affected areas to their original condition at their cost.
9. Request forms are available from the Manager. All modification requests must be submitted in writing.
10. Homeowners are responsible for ensuring that their contractors limit work hours to *8-4:00 P.M.* M-F and *9-1:00 P.M.* on Saturday. Homeowners are responsible for any damage done to common areas by their contractors; and they are responsible for the proper cleanup of all construction debris.
11. Any request for sprinkler moves/extensions must be permitted by the City of Clearwater Fire Department. The City will have final approval of any modifications. All work must be completed between *9:00 A.M.* and *12:00 noon*, Monday – Friday. The owner must remain in the unit until the end of the business day to monitor for any leak/breakage. All work is to be completed by a licensed fire sprinkler company.

SECURITY

RESIDENT RESPONSIBILITIES

Security is the responsibility of all Meridian residents. The guard controls access to our property, monitors activity viewed on our internal security cameras and make rounds during hours of darkness. However, the guard cannot prevent unauthorized access, which under rare circumstances does occur. Our residents are the best and most reliable security monitors.

Security guidelines to follow:

- If you see someone who you suspect is not authorized on property, immediately contact either staff or the guard who will then take the appropriate action.
- Do not admit anyone to the building who you do not know to be a resident. Politely state that they must contact the guard for admittance and leave them standing at the entrance.
- Do not leave the garage elevator lobby doors open except for near proximity loading and unloading.
- During periods of high tourist activity (e.g. spring break) be alert to unauthorized visitors coming on the property from the beach entrance. Again, immediately contact either staff or the guard.

KEY FOBS AND KEYS

The Board of Directors at the September 2013 Meeting approved the following rules for issuing additional new common area access key and improved Key Fob/Swipe cards in excess of the initial issue of one set to each listed Owner.

1. Every Resident Owner and Permanent Resident will be issued a permanent common area access key and key FOB. These devices will be permanent in nature and be the sole responsibility of the Owner or Permanent Resident. It is for their use only.
2. If requested, the Owners can have one additional common area access key and key FOB, or swipe card issued per unit. These devices will be activated by the Meridian staff and be of a permanent nature. There will be a \$25.00 fee charged for this set of access devices. This additional set is for the Owner's convenience, and to make it easy for guests to have access into the building if they arrive at a time the Meridian staff is not on premises. The cost of additional common area access keys is \$7.50.
3. If additional access devices are required for a guest of the Resident, a temporary, common area key and swipe card will be issued for a deposit of \$25.00. These additional devices will be activated for the duration of the guest's stay. The Meridian staff will activate them for a period not to exceed one month. These devices should be returned within two weeks of the guest's departure to obtain a refund. If the devices are not returned, the deposit will be forfeited and if activated in the future, a new \$25 deposit will be required.

4. As with any rule there may be circumstances where additional access devices may be needed for specific reasons. If the Owner feels the need for additional devices, a request in writing must be submitted to the building Manager. The Rules Committee will review the request and notify the Owner of the decision. If approved by the Committee the cost of the additional device will be \$25.00
5. Those residents who lease their units will be issued the standard devices as stated in Number 1 above. The owner will provide the lessee with their devices for access to the building. It is the owner's responsibility to get these devices back at the termination of the lease. It is also the responsibility of the Owner to impress upon the lessee the importance of security in the building, and the proper control of these devices.
6. Joint homeowners will be issued devices consistent with rule #1 stated above.
7. There will be no issuance of additional devices without the approval of the Rules Committee.
8. Every resident should be concerned with the safety of other residents. We request everyone's help to ensure that these access devices are not issued to friends, contractors, and others who do not reside at Meridian on Sand Key. Abuse of this rule will result in the deactivation of the device and loss of this privilege.

GATE ACCESS

1. Gate access is tightly controlled through use of a laser device that read decals placed on the right rear window of only automobiles registered at Meridian.
2. Decals must be installed on the outside of the right rear passenger window of each registered vehicle. The decal will be affixed to the window by the Concierge/Manager. Part time residents with prior coordination with the Manager can have their decal installed on weekends by a BOD member. Residents with a black decal that are having difficulty with the laser system reading their decal are encouraged to change to a black and white decal.
3. Decals will not be mailed or left at the guard house. If you are using a rental car while on property, a decal can be signed out at the concierge's desk for use.
4. The decals are programmed and un-programmed like the key fobs. Any decal that is signed out for temporary use will have a beginning and ending date, which will ensure that the decal is not given to others to access the property.
5. The parking decals, as discussed in the section on garage parking, are required on the rear bumper of registered vehicles to identify who is authorized for garage parking.
6. The Gate Guard is required during evening hours to make security rounds, which mandates leaving the guard house. During their absence, they can be reached on the cell phone number, which is posted on the door to the guard house.
7. The Meridian Gate House entry and exit gates are for use by motor vehicles and bicycles only. Pedestrians are to use the walkway to the south of the exit gates to enter or exit the Meridian premises, except in the case of emergency or special needs.

ASSOCIATION COMMITTEE PARTICIPATION

1. Pursuant to the Bylaws of Meridian on Sand Key, only unit owners may be members of the Board of Directors.
2. Other than as set forth below, only unit owners may be appointed to a committee.
3. Pursuant to Florida Statutes, Trustee(s) and beneficiaries of units owned in named trusts enjoy the same committee privileges as trust unit owners.
4. Meridian residents who are renters may not attend committee meetings, serve on committees, or vote on committees.
5. Meridian residents who are renters may not attend Board of Directors meetings or participate at such meetings.
6. The spouse of an owner who reside at the Meridian but is not named as an owner on the deed shall be permitted to attend committee meetings, serve on committees, and vote on committees.
7. The spouse of an owner who reside at the Meridian but is not named as an owner on the deed shall be permitted to attend and participate at Board of Directors meetings.
8. Committee chairpersons shall be selected annually by vote of the members of the said committee or by the vote of the Board of Directors.
9. No more than one person in a family, household or unit may serve on the same committee.
10. Each unit owner may serve on no more than two committees. Each unit may have representation on no more than four committees.
11. Anyone eligible to join a committee pursuant to Association policy shall be permitted to volunteer without prior approval during the annual committee sign-up period which occurs during the 30 days following the annual owners meeting. The Secretary and Manager will present a list of committee members to the Board at its next regularly scheduled meeting.
12. To serve on any committee, all committee members are required to sign the Code of Conduct and Conflict of Interest statements.
13. Board standing committees include Building, Budget & Finance, Compliance (Fine Appeals), Decorating, Fitness Center, Grounds, Rules, Security, and Tennis Court. Notice of all committee and board meetings shall be sent via email to all Meridian owners and shall be posted in the common areas at least 48 hours in advance of any such meeting.
14. Any Meridian resident who believes items 1-13 immediately above do not apply, and who would otherwise not clearly qualify to attend a Board of Directors or Committee meeting, be a member of or vote on a committee or committees, may make a written request for consideration by the Board of Directors to allow them to do so. In its sole discretion, the Board of Directors will determine the extent to which the resident may serve. Notwithstanding anything to the contrary above, the Board of Directors in its sole discretion shall have the right to permit a renter to attend committee meetings as an advisor to a committee if that renter possesses special qualifications that would be beneficial to the committee and the Association.

ENFORCEMENT

1. All owners, family members, guests, lessees, and all types of visitors, including vendors, shall comply with these Rules and Regulations as set forth herein, and with any and all rules and regulations which from time to time may be adopted, as well as with the provisions of the Declaration, By-laws and Articles of Incorporation of the Association, as amended from time to time. Failure of an Owner or occupant to comply shall be grounds for action, which may include, without limitation, an action to recover sums due for damages, injunctive relief, or any combination thereof. In addition to all other remedies, in the sole discretion of the Board of Directors of the Association, a fine or fines may be imposed upon a homeowner for failure of a homeowner, his family, guests, invitees, lessees or employees, to comply with any covenant, restriction, rule or regulation herein or in the Declaration, Articles of Incorporation or By-laws, provided the following procedures are adhered to:
2. **Notice:** The Association shall notify the homeowner or occupant of the infraction or infractions and the proposed fine or suspension. The owner or occupant will be allowed 14 days to request a hearing before the Compliance Committee. If such a hearing is requested, the Compliance Committee will schedule such a meeting at a mutually agreed upon date and time.
3. **Composition of the Compliance Committee:** The Compliance Committee shall consist of at least 3 or more members appointed by the board who are not officers, directors, or employees of the association, or the spouse, parent, child, brother, or sister of an officer, director, or employee.
4. **Hearing & Determination:**
 - a. If the committee, by majority vote, does not approve a proposed fine or suspension, the proposed fine or suspension may not be imposed.
 - b. The role of the committee is limited to determining whether to confirm or reject the fine or suspension levied by the board.
 - c. If the proposed fine or suspension levied by the board is approved by the committee, the fine payment is due or the suspension is effective 5 days after notice of the approved fine or suspension is provided to the parcel/unit owner and, if applicable, to any occupant, licensee/renter, or invitee of the parcel owner.
 - d. The association will provide written notice of such fine or suspension by mail or hand delivery to the parcel/unit owner and, if applicable, to any occupant, licensee, or invitee of the parcel owner.
3. **Guest Violations:** Repeated guest violations will result in a hearing by the Compliance Committee to determine if guest privileges should be suspended for the resident in question.
4. **Fines:** The Board of Directors may impose fines against a homeowner up to the maximum amount of \$100.00 per infraction (or such greater amount as may be permitted by law from time to time).
5. **Violations:** Each separate incident which is grounds for a fine shall be the basis of one separate fine. In the case of continuing violations, each continuation of same after a notice thereof is given shall be deemed a separate incident, one (1) for each day of such continuation to a maximum of \$1,000 in fines.

6. **Payment of Fines:** Fines shall be paid not later than thirty (30) days after notice of the imposition thereof.
7. **Application of Fines:** All monies received from fines shall be allocated as directed by the Board of Directors.
8. **Non-exclusive Remedy:** These fines shall not be construed to be exclusive remedies and shall exist in addition to all other rights and remedies to which the Association may be entitled. These rules and regulations shall be cumulative with the covenants, conditions and restrictions set forth in the Declaration of Condominium. However, the provisions of the Declaration shall control over these rules and regulations in the event of a conflict or doubt as to whether a specific practice or activity is or is not permitted. All these rules and regulations shall apply to all homeowners, tenants, guests, and occupants even if not specifically so stated in portions hereof. The Board of Directors shall be permitted (but not required) to grant relief to one or more homeowners, tenants, guests or occupants from specific rules and regulations upon written request thereof, and good cause shown in the sole opinion of the Board.

CHANGES IN RULES, REGULATIONS, RESTRICTIONS

The spirit of this document containing Rules, Regulations and Restrictions is meant to facilitate owners enjoying their Meridian home in harmony with their neighbors. This document provides a framework that seeks to preserve the value of every home and every collective amenity for the good of all condominium members. Participation in committee and board meetings offers all owners the opportunity of having input into the ongoing life of the broader community. As experience calls for modifications in the rules and regulations, such changes need to be made pursuant to Chapter 718 of the Florida Statutes, the Declaration of Meridian on Sand Key and By-Laws of Meridian on Sand Key Owners Association, Inc.

Accordingly, proposed changes in rules and regulations are to be made pursuant to the following process:

1. In accordance with Florida Statutes and the governing documents of Meridian on Sand Key Owners Association, the Board of Directors has the authority to add to, amend or delete the Rules, Regulations and Restrictions by a majority vote of the board. The board may seek the recommendation of the Rules and Regulations Committee or Security Committee, as the issue dictates, regarding rule changes as provided below.
2. Proposals for rule changes, modifications, additions, or deletions (except security and safety issues, see paragraph 4 below) may be referred to the Rules and Regulations Committee by the Board of Directors, a rules committee member, or any owner. In the case of such referral(s), recommended revisions will be discussed and voted upon at committee meetings, properly noticed, and recommendations submitted to the Board of Directors.
3. The Rules and Regulations Committee shall discuss recommended changes in open forum with participation of owners. When formal votes are advisable for recommendations to the Board of Directors, they are by majority vote of the committee members during a properly convened meeting represented by a quorum of committee members. These proposed rules are then

recommended to the Board of Directors for consideration. The Board of Directors reviews the recommended changes at a properly convened meeting and may, in its sole discretion, accept, modify, or reject the recommendations. The approved rules and regulations are mailed, e-mailed or hand delivered to all owners at least 30 days prior to implementation. All meetings are open to unit owners and notice of meetings are posted 48 hours in advance with agenda items.

4. Rules and regulations pertaining to security and safety issues at the Meridian on Sand Key may be referred to the Security Committee at the request of the Board of Directors, a security committee member, or any owner. In the case of such referral(s), recommended revisions will be discussed and voted upon at committee meetings, properly noticed, and recommendations submitted to the Board of Directors. The Security Committee shall discuss recommended changes in open forum with participation of owners. When formal votes are advisable for recommendations to the Board of Directors, they are by majority vote of the committee members during a properly convened meeting represented by a quorum of committee members. These proposed rules are then recommended to the Board of Directors for consideration. The Board of Directors reviews the recommended changes at a properly convened meeting and may, at its sole discretion, accept, modify, or reject the recommendations. The approved rules and regulations are mailed, e-mailed or hand delivered to all owners at least 30 days prior to implementation. All meetings are open to unit owners and notice of meetings are posted 48 hours in advance with agenda items.
5. Upon any revision to the Rules document approved by the Board of Directors, a revised copy of the document reflecting the effective date of the BOD approval on the cover page will be emailed to all unit owners not less than 30 days prior to the effective date of the amendments and also reflected on the Association web site.

