

MiraBay Homeowners Association, Inc.

Responsibilities

- I. **Lot Specific**
 - A. Restriction Enforcement
 - B. Architectural Control

- II. **Environmental**
 - A. Best Management Practices
 - B. Manatee Protection Plan

Within the community, all of the common areas, amenities and roadways are dedicated to and the responsibility of the Community Development District.

Lot Specific

1. Site inspections/restriction enforcement
 - A. Owner correspondence/administration/reporting
 - B. Individual lot owner meetings

2. Architectural control
 - A. Application review & processing/reporting
 - B. Meeting coordination/administration

Environmental

1. Best Management Practices
 - A. Waterway management
 - B. Harbor patrol
 - C. Boat registration/vessel inspection

2. Manatee Protection Plan

3. Meeting coordination/administration
 - A. Individual dock reviews

Other Administration

1. Management reporting
2. Association insurance
3. Meeting coordination/administration
4. Association contracts
5. Website/content administration
6. For Sale sign program/administration

Accounting

1. HOA & Evergreen budget preparation
2. Monthly financial processing/reporting
3. Assessment collection/delinquent administration