

**RULES and REGULATIONS
OF
WILLOW LAKES RV RESORT, A CONDOMINIUM**

February 24, 2021

KNOW ALL MEN BY THESE PRESENTS that the Board of Directors of Willow Lakes RV Resort Condominium Association, Inc., (the "Association") pursuant to the authority provided in the Declaration of Condominium of Willow Lakes RV Resort, A Condominium, and pursuant to the authority of the Articles and By-laws of the Association has adopted the following rules, regulations, in order that all owners, their families and guests enjoy a secure, well-mannered, and enjoyable community, to wit. This document will completely amend and restate any existing Rules, Regulations, and Restrictions.

NOTE: The Association assumes NO responsibility for loss or damage to Unit Owners' personal property. Specifically, the Association does not assume the position of Bailee, Insurer or caretaker of the RV, home accessories, contents, or personal belongings kept in such unit, and disclaims all responsibility for loss or damage unless caused by the negligence of the Association or its agents. The various service and recreational facilities in the Resort are provided for those who wish to use them with the understanding that they use them at their own risk.

1. **RESIDENCY:** Willow Lakes is a private, condominium ownership recreational vehicle resort, intended for the use of owners, and their authorized guests. It is a community providing housing for persons fifty-five years of age and older.
 - 1.1. Eighty percent (80%) of the Lots/Units in the Resort shall be occupied by at least one person fifty-five (55) years of age or older. All other occupants of dwelling Lots/Units in the Resort must be forty (40) years of age or older.
 - 1.2. The use and occupancy are restricted to one family and their guests per unit Per Declaration of Condominium item #13.3. Occupancy by guests in the absence of the Unit Owner is limited to two times per calendar year for a maximum period of thirty (30) days.
2. **PROPERTY TRANSACTIONS:** All sales or leasing of Lots/Units shall be in accordance with the Willow Lakes Condominium documents. All prospective buyers must be approved in writing by the Association. This includes Lots/Units sold by the Developer.
3. **TENANTS:** All Owners who rent a Lot/Unit to a tenant shall be responsible for the following:
 - 3.1. Owners are responsible for providing the tenant with a copy of the current Rules & Regulations.
 - 3.2. An information sheet is available at the Association Office for Owners to provide to their tenants pertinent phone numbers and other important information.
 - 3.3. All Owners shall provide to the Association Office prior to the rental date, tenant's name, age, and number of tenants staying on the Lot/Unit, and arrival and departure dates.
 - 3.4. An Owner relinquishes to their tenants all rights to use the Resort amenities while the Lot/Unit is rented or leased.

4. **GUESTS:**

- 4.1. All guests, over-night or longer, shall register at the Association Office immediately upon arrival.
- 4.2. Unregistered guests may be denied use of recreational facilities and amenities.
- 4.3. Written approval of the Board of Directors is required for Owners or tenants whose guest(s) remain longer than a total of thirty (30) days, two times per calendar year.
- 4.4. Parking for Guests around the Clubhouse, Tennis Courts & Bocce Ball Courts is limited to two (2) times per calendar year for thirty (30) days, and Lot/Unit Owners must obtain, and display a tag from the Association Office.
- 4.5. Compassionate care of immediate family members is excluded.
- 4.6. Guests sixteen (16) years of age or younger shall be accompanied by the Lot/Unit Owner when using Association facilities and amenities.
- 4.7. Lot/Unit owners and tenants will be responsible and accountable for their guests' actions.

5. **RECREATION AREAS:** Recreational facilities and amenities of the Association are for the use of owners, tenants, and guests only. Rules and procedures governing the use of the clubhouse and clubhouse activities are published separately as an attachment to this document.

6. **PETS:** Willow Lakes is a pet friendly RV resort. Pet owners are expected and required to always control pets. Pet rules will be strictly enforced and are as follows:

- 6.1. Only two pets (cats and/or dogs) are allowed per Lot/Unit.
- 6.2. Owners are responsible for damages caused by their pets to common areas and to the property of others.
- 6.3. Pets must be of even temperament and non-aggressive. Any pet that creates a nuisance shall be removed from the resort.
- 6.4. Immunization records must be up-to-date in accordance with Brevard County and given to The Association Office.
- 6.5. Pets are not allowed to run free, and must be leashed and under the control of their owners always.
- 6.6. The maintenance, boarding or breeding of animals is prohibited. No exotic or venomous pets are allowed in the Resort.
- 6.7. Pet Owners are responsible for picking up and disposing of feces. Do not place pet deposits in restrooms, mail room, laundry room or golf course trash cans.
- 6.8. Pets are not allowed in the following common ground areas: Clubhouse, Post Office, pool area, laundry room, restrooms, showers, tennis, shuffleboard, or bocce ball courts.
- 6.9. Pets are not allowed to have access to the golf course. Chemicals are highly toxic, and hazardous to pets.

6. **SOLICITING:** No soliciting or peddling of any kind is permitted in the Resort unless authorized by the Board of Directors or their agent(s).

7. **VEHICLES:** Cars and Golf Carts

- 8.1. Resort speed limit is 10 MPH. All traffic signs and one-way street signs are to be observed.
- 8.2. The Entrance to the Resort must be kept clear of Cars & Golf Carts for Emergency vehicles.
- 8.3. A valid license is required to operate a car and/or golf cart in the Resort. Proof of Insurance is also required.
- 8.4. Per Doc #13.5 "Each Lot/Unit owner shall park their vehicles in the driveway of their Lot/Unit.

No parking is permitted on streets or roads in the Condominium." This restriction is further defined in this document to prohibit parking on the landscaped and grass areas of a Lot/Unit, on common areas, or on vacant unimproved areas. If an owner finds they do not have room to park their vehicles on their lot, they shall find other appropriate parking/storage for such vehicles.

- 8.5. Overnight parking in and around the clubhouse by a Lot/Unit Owner requires a parking permit from the Association Office.
- 8.6. No all-terrain vehicles (ATV's) are allowed in the Resort.
- 8.7. Cargo trailers, motorcycle trailers, tow dollies, boats, boat trailers, and personal watercraft (except up to two (2) kayaks) are not permitted to be stored on any lot, road, or undeveloped area. For maintenance purposes these may be on the Owners Lot/Unit for 24 hrs. Daily removal from the site for the purposes of "resetting the clock" constitutes storage and is not permitted.
- 8.8. Unless temporarily working within the Resort (i.e., lawn mowing) no Commercial Vehicles or equipment is allowed. Vehicles with Commercial Signs that belong to Owners and used as daily travel vehicles are allowed on the Owners Lot/Unit.
- 8.9. Willow Lakes Storage Policy & Procedures are attached to these Rules & Regulations.
- 8.10. No commercial activity of any kind shall be visible on/or from any Lot/Unit in the park.

8. RV REQUIREMENTS:

- 9.1. All RV's must be clean and in good repair (free of rust, mold/mildew, and black-streak stains), and fully self-contained with permanent toilet, bathing, and galley facilities
- 9.2. No tents, pop-up tent trailers or hybrid style travel trailers with soft-sided slide-outs will be allowed in the resort.
- 9.3. Pick-up trucks with slide-in campers, and Van Conversions without kitchen and/or bathroom facilities are allowed if truck and/or Van Conversion are used as a daily vehicle, and not as a residence.
- 9.4. Recreational vehicles shall not be permanently tied or strapped down. However, if the RV remains on the lot during the hurricane season (June-November) quick release tie-downs are permitted for all travel trailers and 5th wheels.
- 9.5. RV's shall not be skirted or enclosed at the bottom. Vinyl wheel covers are acceptable. All RV's must be free standing with nothing attached to them (i.e., screened porches).
- 9.6. RV's shall be parked so that the slide outs are over the concrete pad, pavers, or rock beds, NOT over mulch, or grass.

10. COMMON AREA MAINTENANCE: Maintenance, irrigation and requests for the common areas and amenities of the resort shall be directed to the Community Manager or the Board of Directors and shall be in writing and signed by the owner making the request. Requests may be deposited in the Mail room suggestion/work order box, delivered to the Association office, or mailed.

11. REPAIRS: No major repairing or building of cars, boats, motorcycles, mopeds, jet skis, wave runners, or motors of any kind is permitted on the Lot/Unit. The use of ramps or hoisting devices is not permitted.

12. GARBAGE:

- 12.1. Dumpsters are located at the south end of Frontier Drive for bagged garbage, refuse, and trash with liquids in closed containers. Dumpsters are emptied twice a week.
- 12.2. Outside trash containers are not allowed on any Lot/Unit.
- 12.3. Recycling bins are provided for clean glass, clean flattened cardboard, clean plastic bottles, clean cans, newspapers, and magazines ONLY. Please break down all boxes and crush other containers when possible.
- 12.4. Tree trimmings, lawn debris, and shrubs shall be disposed of behind the golf cart path south of Bates Drive.
- 12.5. Large items can be dropped off at 4366 South Street in Titusville or call Waste Management @ (321) 636-6894 for pickup at NO COST.
- 12.6. Electronics can be recycled by calling Waste Management @ 321 636-6894 for pick-up at NO COST.

13. LANDSCAPE, MAINTENANCE AND CONSTRUCTION:

- 13.1. Refer to Willow Lakes RV Resort Condominium Architectural Guidelines and Procedures for matters affecting the owner's Lot/Unit.
- 13.2. Owner's must provide contact information to the Association Front Office for the individual(s) responsible for ensuring their Lot/Unit is kept clean, neat and weeds are pulled/sprayed.
- 13.3. An owner who does not maintain their Lot/Unit may be subject to a fine per Article 7 of the Bylaws.

14. LAUNDRY AND RESTROOMS:

- 14.1. Open 24 hours, except for cleaning and repairs.
- 14.2. Washing of Pets is not allowed in either facility.
- 14.3. A Maintenance form should be returned to the Association Office for any noted condition requiring attention.

15. SIGNS/FLAGS/BANNERS: OTHER THAN AS LISTED IN THIS PARAGRAPH NO OTHER SIGNS, FLAGS/BANNERS OF ANY KIND MAY BE DISPLAYED WITHOUT BOARD APPROVAL.

- 15.1. For Sale, Rent, or Lease," Signs/Flags/Banners are not permitted anywhere on the Owners Lot/Unit.
- 15.2. Signs/Flags/Banners are permitted inside the Owners' Home/RV/Trailer.
- 15.3. "For Sale" signs are permitted when selling an RV, Car or Golf Cart.
- 15.4. Other "For Sale" items can be listed in the Community Post Office Bulletin Board on 4"x 6" cards.
- 15.5. Household name signs and address signs are permitted up to 12"x 18". They must be kept 5 ft from the edge of the road and the side property line, and cannot interfere with lawn maintenance.
- 15.6. Garden signs are permitted no larger than 12"x 18" and cannot interfere with lawn maintenance.
- 15.7. Political Sign/Flag/Banner may be displayed (45) forty-five days before the Presidential election, and (3) three days after the Election only inside the Unit Owner's Home/RV/Trailer.
- 15.8. Statute required contractor signs are permitted during construction.
- 15.9. Two Flags not larger than 4 ½ feet x 6 feet are permitted per Lot/Unit. One (1) Official

United States Flag and (1) Official Military flag, or a combination of either may be displayed in a respectful way. Must be portable, and removable. If flags are put-on free-standing pole it cannot be more than 20' high. They must not interfere with lawn maintenance.

16. SWIMMING POOL RULES, (OPEN FROM DAWN TO DUSK):

- 16.1. The swimming pool is only for use of owners, tenants, and registered guests.
- 16.2. Large floats, cushions or balls shall NOT be used if more than five people are in the pool.
- 16.3. Street type shoes are not to be worn on the concrete pool deck.
- 16.4. Infant children shall wear pool pants. NO DIAPERS ALLOWED.
- 16.5. Paper tissues and glass of any kind are not allowed in the pool area.
- 16.6. Health regulations require a shower be taken before entering the pool.
- 16.7. Only Resort Management or pool maintenance personnel can adjust pool temperature settings or equipment.
- 16.8. Children under the age of 16 will be accompanied by the owner or tenant.

17. SAFETY AND SECURITY:

- 17.1. Association Office and/or Maintenance equipment may NOT be used by Owners without Board Approval.
- 17.2. The discharge of firearms, fireworks, and other dangerous devices is not permitted.
- 17.3. When leaving for extended periods of time Lot/Unit owners are responsible for securing or removing items susceptible to storms/hurricanes.
- 17.4. During hurricane season your 5th wheel or trailer should be tied down or removed. Quick release tie-downs are permitted for this purpose.
- 17.5. Do not feed stray and/or wild animals.
- 17.6. Bird feeders are allowed on the owners Lot/Unit.
- 17.7. Owners are responsible for upkeep or replacement of rusted electric meter boxes and poles.
- 17.8. Owners and/or Tenants are to obey Traffic signs and speed limits within the resort.
- 17.9. Non-emergency security threats should be referred to Brevard County Sheriff Office at (321) 264-5201.
- 17.10. Emergency situations call 911.

18. QUIET TIME: Resort quiet time is 11 PM to 7 AM DAILY.

19. ASSESSMENTS AND MAINTENANCE FEES: Payment of the Assessment Fee is required in accordance with the Bylaws of Willow Lakes RV Resort Condominium Association, Inc., Sec 6 and as specified here, payment may be paid monthly. If paid monthly, payment is due on or before the first (1st) day of each calendar month. If payment has not been paid by the tenth(10th) day of the month, a twenty-five dollar (\$25.00) late fee will be charged against the Lot/Unit.

20. ENFORCEMENTS AND VIOLATIONS: Violations should be reported to the Management Office who will validate the violation and notify the owner to take the proper steps to correct the violation. In cases where the violation continues Management will notify the Board of Directors and the necessary correct actions per our Willow Lakes Bylaws Section 7.2 and Florida Statute 718.303 (3)(b) to include fines and loss of condominium privileges.

21. **CHANGES TO THE RULES**, Regulations and Restrictions of Willow Lake RV Resort, A Condominium. Changes will be made in accordance with the Condominium Documents. Written notice of any changes will be provided to all owners.

ATTACHMENTS:

Architectural Review (Arch) Rules

Clubhouse Rules and Rental Agreement

Policies and Procedures for use of the Willow Lakes Storage Area.

CERTIFICATIONS:

We hereby certify that the foregoing Rules and Regulations of Willow Lakes RV Resort, A Condominium, dated 02/24/21, and attachment (Architectural Guidelines, Clubhouse Rules & Rental Agreement, and Willow Lakes Storage Area Policies & Procedures) were approved and adopted by the Board of Directors at a meeting held on 02/24/21.

POLICIES & PROCEDURES FOR USE OF THE WILLOW LAKE STORAGE AREA

- THE MONTHLY COSTS ARE AS FOLLOWS:
 - RV'S - \$35.00
 - BOATS/TRAILERS/MOTOR VEHICLES - \$20.00
 - DOLLYS - \$10.00
 - A 7% SALES TAX IS ADDED x 12
- STORAGE AREA INQUIRIES SHOULD BE DIRECTED TO:
NADA THOMPSON / PH: 517 588-9255 / E-MAIL: nadaandbob@gmail.com
- SPACES AVAILABLE WILL DETERMINE THE LENGTH AND TYPE OF RV / TRAILER / BOAT / MOTOR VEHICLE or DOLLY TO BE PUT IN THE STORAGE AREA.
- IF MORE THAN ONE OBJECT FITS IN THE STORAGE SITE (i.e. TRAILER & DOLLY) YOU WILL BE CHARGE FOR BOTH ITEMS
- ONLY ONE SPACE PER UNIT/LOT OWNER/RENTER WILL BE ALLOWED IN THE STORAGE AREA.
- A WAITING LIST WILL BE DEVELOPED, AND SITES WILL BE ASSIGNED AS THEY BECOME AVAILABLE TO UNIT OWNERS, THEN RENTERS.
- TO GUARANTEE THE SPACE PREPAYMENT WILL BE EXPECTED TO HOLD THE SPACE FOR THE YEAR. IF NO PAYMENT IS ON THE BOOKS IT IS "CONSIDERED AN AVAILABLE SPACE."
- A CODE FOR THE LOCK WILL BE GIVEN WHEN THE STORAGE SITE IS MADE AVAILABLE.
- NO DAILY RATES WILL BE INVOLVED REGARDLESS OF WHEN THE SPACE IS RENTED OR VACATED.
- A WAIVER MUST BE SIGNED HOLDING THE ASSOCIATION HARMLESS FOR ANY DAMAGE THAT OCCURS TO YOUR PROPERTY WHILE IN THE STORAGE AREA.
- ALL CARS, TRUCKS, TRAILERS & DOLLYS MUST ENTER THROUGH THE CUYLER RD GATE. ONLY MOTORCYCLES & GOLF CARTS MAY USE THE PATH TO THE STORAGE AREA FROM ORBITER COURT.

THE ONLY INVOLVEMENT OF THE FRONT OFFICE WILL BE TO ACCEPT CHECKS FOR THE STORAGE AREA. ALL CHECKS SHOULD BE MADE OUT TO "WILLOW LAKES ASSOCIATION." NO CASH WILL BE ACCEPTED.

STORAGE AREA WAIVER

DATE: _____

NAME: _____

OWNER/RENTER: _____ **LOT#** _____

PHONE: _____

STORAGE SITE #: _____ **RV:** _____ **TRAILER/BOAT/CAR:** _____ **DOLLY:** _____

NOTICE: This property is owned by the Willow Lakes RV Resort Condominium Association. By signing below the Owner/Renter hereby releases Willow Lakes RV Resort Condominium Association of all liability for loss or damage to property and injury arising from the use of the Associations' Storage area.

I HAVE BEEN GIVEN A COPY OF THE POLICIES & PROCEDURES FOR USE OF THE STORAGE AREA: **YES:** _____

THIS WAIVER WILL BE ACTIVE FOR AS LONG AS THE ABOVE-MENTIONED STORAGE SITE IS RENTED.

SIGNED: _____

WITNESSED BY: _____