

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

2/23/2016

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-maintained 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 any and 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. 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. The use and occupancy is restricted to one family and their guests per unit. Occupancy by guests in the absence of the Unit Owner is limited to a maximum period of thirty (30) days per calendar year.

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 providing the tenant with a copy of current Rules and Regulations. An information sheet is available at the Association Office for Owners to provide to their tenants for phone numbers and other important information. All Owners shall provide to the Association office prior to the rental date, the tenant's name, age, and number of tenants staying in the lot/Unit, date of arrival, and date of departure. Approved tenants shall have full use of the Resort Amenities. Tenant's mail can be delivered to: General Delivery, Mims, FL 32754, or with their approval, to the lot owner's personal mail box. An owner who rents or leases their lot/unit to another person or persons relinquishes to their tenants all of his or her rights to use Resort amenities while the lot/unit is rented or leased.

4. Guests. All guests, over-night or longer, shall register at the Association Office immediately upon arrival. Unregistered guests may be denied use of recreational facilities and amenities. 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 annually. Compassionate care of immediate family members is excluded. Guests under the age of 16 shall be accompanied by the lot/Unit Owner or tenant when using Association facilities and amenities. Lot/Unit owners and tenants will be responsible and accountable for their guests' actions. Occupancy by guests in the absence of the Unit Owner is limited to two times per calendar year for maximum periods of thirty (30) days.

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. However, you are expected and required to control your pets at all times. Pet rules will be strictly enforced and are as follows:

6.1. Only two pets are allowed per lot. An additional pet must be approved by the Board of Directors.

6.2. All pets shall be of even temperament and non-aggressive.

6.3. Any pet that creates a nuisance shall be removed from the resort.

6.4. Immunization for rabies and other communicable diseases are required for pets inside the resort and shall be kept up-to-date in accordance with Brevard County, Florida regulations. A copy of the current documentation to substantiate these immunizations shall be kept on file at the association office.

6.5. All pets shall be kept leashed and under the control of their owner whenever they are outside.

6.6. Pets shall not be allowed to run free or unleashed at any time.

6.7. The maintenance, keeping, boarding, and/or raising of animals for commercial purposes is prohibited.

6.8 Owners are responsible for all damages caused by their pets to common areas and to the property of others.

6.9. Individuals walking pets shall carry with them containers in which to dispose of any feces deposited by their pet(s). **Pet deposits shall be picked up immediately**, placed in containers such as plastic bags, sealed closed and deposited in dumpsters. Do NOT place pet deposits in the restrooms, mail room, laundry room or golf course trash cans.

6.10. Pets are not allowed in the following areas: all common area buildings, the post office, the pool and pool deck, laundry room, restrooms, showers, the shuffleboard and bocce courts, or the tennis courts, etc.

6.11. No exotic or venomous pets are allowed in the resort.

6.12 At no time is it permissible for pets to be walked on or have access to the golf course. We are continually spraying chemicals and fertilizer on the course and these chemicals are highly toxic and hazardous to pets and could cause them to become very sick or die.

7. Soliciting. No soliciting or peddling of any kind is permitted in the Resort unless authorized by the Board of Directors or their agent(s).

8. Vehicles: Cars and Golf Carts

8.1. The speed limit in the Resort is 10 MPH and all traffic signs and one way street signs will be obeyed.

8.2. Only holders of current, valid driver's licenses are permitted to operate vehicles and golf carts.

8.3. All vehicles required by State Law to have a valid registration shall have proof of current liability insurance.

8.4. Per the Declaration of Condominium of Willow Lakes RV Resort, a Condominium, paragraph 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. At this time we have limited parking space at the clubhouse. Therefore, the parking lots around the clubhouse and in front of the tennis court and bocce ball courts are for short-term (up to 7 days)

visiting guests and for persons attending functions in these recreational areas. Owners needing to use these parking lots for their guests must obtain a parking permit from the Association Office if the vehicle is to remain overnight.

8.6. To allow for the entrance of emergency vehicles, the main road entering into the Resort is to be kept clear of all vehicles, including golf carts.

8.7. No all terrain vehicles (ATV's) are to be operated in the Resort.

8.8. Cargo trailers, motorcycle trailers, tow dollies, boats, boat trailers, and personal water craft (except up to two (2) kayaks) are not permitted to be left stored on any lot, road, or undeveloped area of the resort, except in the on-site or local storage. In order to accommodate loading, cleaning and light maintenance, such as battery charging; cargo trailers, boat trailers, personal watercraft trailers may be temporarily parked on the owner's/renter's lot for up to 24 hours. Daily removal from the site for the purposes of "resetting the clock" constitutes storage and is not permitted.

8.9. Commercial vehicles and equipment are not permitted to be parked in the Resort unless construction/work is being performed on a Unit or other contractors are temporarily working within the Resort (i.e. lawn mowing).

8.10. Vehicles with commercial signs are allowed if that vehicle is used as a primary tow vehicle or daily travel vehicle, but are required to be parked on the owner's lot.

9. RV Requirements.

9.1. All RVs must be clean and in good repair (free of rust, mold/mildew and black-streak stains) and be 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. Pick up trucks with slide-in campers are allowed if truck is used as a vehicle and not as a residence.

9.3. 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.

9.4 RVs shall not be skirted or enclosed at the bottom. Vinyl wheel covers are acceptable. All RVs must be free standing with nothing attached to them (i.e., screened porches).

9.5 RVs shall be parked so that the slide outs are over the concrete pad or rock beds, NOT over the grass.

10. **Common Area Maintenance.** Maintenance 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 josting 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. These dumpsters are emptied on Tuesday and Friday and are designed to keep animals from rummaging and scattering the trash. Trash outside these containers can attract animals and pests, causing an unhealthy condition. No outside trash containers are allowed on any lot/Unit. Trash removed from the home or RV should be deposited promptly inside the dumpsters provided. Lids to the dumpsters shall be closed after depositing garbage.

12.2. Tree trimmings, lawn debris, and shrubs shall be disposed of behind the golf cart path south of Bates Drive.

12.3 Recycle material can be mixed and placed in the containers marked for recyclable materials. Please break down all boxes and crush other containers when possible.

13. Landscape, Maintenance and Construction. Refer to the Willow Lakes RV Resort Condominium Association Architectural Guidelines and Processes for matters affecting the owner's lot/unit. Before leaving for the season, owners are required to provide contact information to the Association Office for the individual(s) who will be responsible for ensuring their lot/Unit is kept clean, neat, and weeds are pulled/sprayed. An owner who does not maintain their lot/Unit may be subject to a fine as prescribed in Article 7 of the Bylaws.

14. Laundry and Rest Rooms. Open 24 hours, except for cleaning and repairs. Dish washing or pet washing is not allowed in either facility. A Request for Maintenance form is available in the Association Office and Mail Room for any condition requiring attention. Please return these forms to the Association office.

15. Signs. Only one (1) political sign per property is allowed during elections, and must be immediately removed following the election. Political signs may not be larger than 18" x 24" and the sign must be professionally made. Signs must be set back from the edge of the road at least 24". **No** "For Sale" or "For Rent" sign is permitted anywhere within or on the lot or unit.

16. Swimming Pool Rules. (Open from dawn to dusk)

- 16.1. The swimming pool is only for the 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 are allowed to 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 maintenance equipment is for the use of Association personnel only. No office or maintenance equipment is permitted to be used by owners or tenants for personal use without Board approval.
- 17.2. The discharge of firearms, fireworks, and other dangerous devices is not permitted in the resort.
- 17.3. Any and all loose items which will blow around during a storm will be removed or secured by the owner or tenant prior to leaving for extended periods. For the safety of all residents, if your travel trailer or 5th wheel trailer is left on your lot during the hurricane season, you are responsible to tie it down/have it tied down, or remove it. Quick release tie-downs are allowed for this purpose.
- 17.4. Do not feed wild or stray animals anywhere in the resort. Birds may be fed only through the use of bird feeders on your lot/Unit only. Stray cats or dogs should be reported to Brevard County Animal Control.
- 17.5. Deterioration/rusted electrical meter boxes and posts can pose a serious shock hazard. Owners are responsible for the upkeep, including complete replacement of these utility items. Periodic inspections will be conducted throughout the resort and owners will be notified if a potential or actual safety hazard exists. If public safety is in question, an electrician will be contacted for an evaluation.
- 17.6. All owners, tenants and guests are responsible for obeying posted speed and traffic control signs, this includes golf carts. Non-emergency, gross violations and all security threats should be called into the Brevard County Sheriff Office at 321-264-5100. For emergency situations call: 911.

18. **Quiet Time.** Resort quiet time is 11 PM to 7 AM DAILY.

19. **Assessments & 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. **Enforcement and violations.** Members of the Board of Directors, Architectural Review Committee, Landscape Committee and Rules Committee are responsible for reporting violations to rules and guidelines established and approved by the Board of Directors. Violations found by committee members will be reported through the appropriate committee for determination of validity. Violations found valid in committee will be forwarded to the Board of Directors. In cases where safety is an issue, verbal reports can be made, but shall be followed up with a written report. The Board of Directors will review violations and if found valid will issue a letter to the lot/Unit owner or person involved. If a violation of any rule is confirmed, then the procedures of Article 7, Bylaws of Willow Lakes RV Resort Condominium Association, Inc., may be invoked by the Board of Directors. It is the right of every owner to appeal the fines and loss of privileges also, as stipulated in Article 7 of the Bylaws.

21. **Changes to the Rules, Regulations and Restrictions of Willow Lakes 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.

Attachment:

Policies and Procedures for use of the Willow lakes Storage Area

Certification.

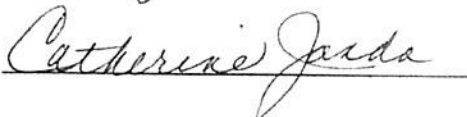
We hereby certify that the foregoing Rules and Regulations of Willow Lakes RV Resort, A Condominium, dated 2/23/2016 and attachment (Willow Lakes Storage Area Policies and Procedures) were approved and adopted by the Board of Directors at a meeting held on 2/23/ 2016.

Brian Strickland, President
Willow Lakes RV Resort Condo Assn., Inc.



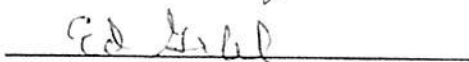
Date 2/25/16

Catherine Janda, Vice President
Willow Lakes RV Resort Condo Assn., Inc.



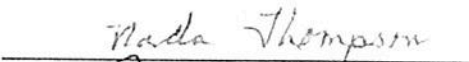
Date 2/25/16

Ed Gehl, Secretary
Willow Lakes RV Resort Condo Assn., Inc.



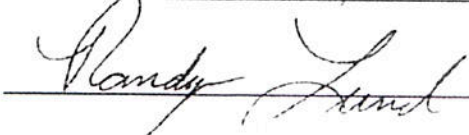
Date 2/25/16

Nada Thompson, Treasurer
Willow Lakes RV Resort Condo Assn., Inc.



Date 2/25/16

Randall Lund, Developer
Willow Lakes RV Resort Condo Assn., Inc.



Date 2-25-16

POLICIES & PROCEDURES FOR USE OF THE WILLOW LAKE STORAGE AREA

2/23/2016

- STORAGE AREA INQUIRIES SHOULD BE DIRECTED TO NADA THOMPSON @517 588-9255 e-mail nadaandbob@gmail.com; or JO PAPIERSKI @860 377-4711 or e-mail joski42@yahoo.com.
- SPACES AVAILABLE WILL DETERMINE THE LENGTH AND TYPE OF RV, TRAILER/BOAT/MOTOR VEHICLE, DOLLY TO BE PUT IN THE STORAGE AREA.
- ONLY ONE SPACE PER UNIT/LOT OWNER/RENTER WILL BE ALLOWED IN THE STORAGE AREA.
- IF A SPACE IS AVAILABLE IT WILL BE GIVEN ON A FIRST COME, FIRST SERVE BASIS AS PAYMENT IS RECEIVED, WHETHER OWNER OR RENTER. IF THERE IS A WAITING LIST, AND A SPACE BECOMES AVAILABLE THEN THE FIRST OWNER ON THE LIST WILL BE GIVEN PRIORITY OVER A RENTER.
- IF ANYONE WANTS TO HAVE A "GUARANTEED" SPACE PREPAYMENT WILL BE EXPECTED TO HOLD THAT SPACE. WE WILL "NOT" HOLD ANY SPACE THAT HAS NOT BEEN PREPAID. IF NO PAYMENT IS ON THE BOOKS IT IS "CONSIDERED AN AVAILABLE SPACE."
- A KEY WILL BE GIVEN WHEN THE STORAGE SPACE IS MADE AVAILABLE. IF THE KEY IS LOST A CHARGE OF \$5.00 WILL NEED TO BE PAID FOR A NEW KEY.
- THE MONTHLY COSTS ARE AS FOLLOWS: RV'S - \$25.00; BOATS/TRAILERS/MOTOR VEHICLES - \$12.00; DOLLY - \$5.00. A 6.5% SALES TAX IS ADDED X HOW MANY MONTHS YOU ARE PAYING FOR.
- 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 THEIR PROPERTY WHILE IN THE STORAGE AREA.
- 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.