

LIME TREE VILLAGE COMMUNITY CLUB ASSOCIATION, INC.
RULES AND REGULATIONS
(Revised 2025)

The Lime Tree Village Community Club Association, Inc. extends the use of club facilities only to members in good standing and their escorted guests.

I. MEMBERSHIP: Membership is limited to the following classifications:

a. OWNER: All Homeowners who hold record title to a lot prior to January 3, 2002, are eligible to be a member of Lime Tree Village Community Club; provided the owner has a completed Membership Application on file at the club office and all dues and assessments are paid in full.

i. Those homeowners who receive record title to their lot after January 3, 2002, are mandatory members of the club and must pay monthly dues and any applicable assessments monthly.

b. SPECIAL MEMBER (TENANT): An owner may assign their club privileges to a person who has leased their home subject to the following conditions:

i. The owner must have a completed Membership Application on file at the club office, all dues and assessments must be paid in full, and a copy of the signed lease of a one year minimum, along with a signed Assignment of Rights form must be on file at the club.

ii. All occupants of the residence are to be listed on the lease; renting rooms is not permitted. Owners forfeit their rights to the use of club completely once they have a tenant. The owner's key fob will be deactivated and with the signed Assignments of Rights form could be reactivated in the tenant's name for the length of their lease.

II. CLUB ACCESS:

Access to the club facilities is by use of a security key fob only. The key fob is used to activate an electronic lock pad on the front entrance door to the lobby of the club, as well as the door back into the lobby from the pool/spa and tennis court area. Access to this facility is a privilege. Allowing others, who may have a deactivated key fob, could cost the party allowing entrance to have their key fob deactivated.

a. MEMBERS:

i. Each household is entitled to one free key fob per home. There is a charge of \$15.00 for a second key fob.

ii. New owners must present a copy of their deed and a photo ID to the club office.

iii. Lost security key fob can be replaced upon payment of \$15.00 by check or money order only.

b. SPECIAL MEMBERS (TENANTS):

i. One security key fob may be issued to the current lessee of a rental home when the criteria specified in Paragraph I, Section b (above) are met. The cost of the key fob is \$15.00. Additional key fobs will not be issued.

ii. A lessee's key fob will be deactivated upon the expiration date of the lease. If the lease is renewed, a copy of the renewal lease and renewed. Assignment of Rights form must be presented to the office and the security key fob will be reactivated, at no charge.

iii. The owner of a leased house for which the tenant has club privileges will not be eligible for a security key fob, as stated in Paragraph I, Section b.

iv. No club privileges will be extended to any lease renewal tenant whose lease is less than one year. Short term leases are not allowed.

v. Unaccompanied minors are not allowed in the clubhouse. They must be with a residing adult member.

c. GUESTS: Guests will be admitted if accompanied by a member, or authorized tenant. Key fobs are not to be passed to any guest to use in the absence of an authorized resident. Members with guests that reside in their households are allowed with authorized fobs. Guests from outside the household are limited to 3 per member.

III. MEMBERSHIP DUES:

The Board of Directors has the fiduciary duty to the association and has the ability to adjust the fixed annual assessment dues as needed. The assessment funds are used to maintain and improve the property.

a. BASIS:

i. MAINTENANCE FEE: Regular annual maintenance fees based on the adopted budget shall be collected by the association from all members as set forth in the declaration. Written notice of each annual assessment shall be sent to all members within Lime Tree Village, at least 15 days prior to the due date. Every member shall be required to pay dues collected by the association in a frequency determined by the Board of Directors. Any increase in dues greater than five percent (5%) annually shall require a vote of a two-thirds (2/3) of the membership present (in person or by proxy) at a meeting where a quorum is present. All collection costs or attorneys' fees and costs, whether or not litigation is filed, incurred in connection with the collection of past due amounts are the responsibility of the delinquent homeowner. Further, all delinquent maintenance fees or special assessments shall accrue interest at the highest rate permitted by law.

ii. All maintenance fees are due and payable on the first of the month. iii. Fifteen (15) days after the due date, a \$10.00 late fee will be added to the amount due.

iv. Thirty (30) days after the due date, an additional \$10.00 late fee will be added to the amount due.

v. Sixty (60) days after the due date, an additional \$10.00 late fee will be added to the account and any and all services rendered by the association to the lot will be discontinued.

vi. The Board of Directors is permitted to alter both the amounts and frequency of these late fees without the need for membership approval. vii. Special Assessments. Special assessments may only be imposed by the Board when necessary to meet unusual, unexpected, unbudgeted, or not- recurring expenses.

viii. Suspensions. The following suspensions shall be applicable (As stated in Bylaws):

1. If a member is more than ninety (90) days delinquent in paying any fee, fine, or other monetary obligation due to the association, the association may suspend the rights of the member, or the member's tenant, guest, or invitee, to use common areas and facilities, as well as the ability to have services performed by the association, including lawn, irrigation, and landscaping services, until the fee, fine, or other monetary obligation is paid in full. A suspension may not prohibit a member or tenant of a parcel from having vehicular and pedestrian ingress and egress from the parcel including, but not limited to, the right to park.

2. The association may suspend the voting rights of a member for the nonpayment of any fee, fine, or other monetary obligation due to the association

that is more than ninety (90) days delinquent. A voting interest or consent right allocated to a member which has been suspended by the association's governing documents.

3. All suspensions imposed pursuant to subsections (a) or (b) must be approved at a properly noticed board meeting. Upon approval, the association must notify the parcel owner, and if applicable, the parcel's occupant, licensee, or invitee by mail or hand delivery.

b. DELINQUENCY/COLLECTIONS

i. Any member who has not paid by the 15th of each month is considered late on the 16th of each month and will be assessed a \$10.00 late fee. A reminder notice mailed to the Homeowner's address of record. Management will also charge additional processing fees to the member's delinquent accounts.

ii. Any member who is more than thirty (30) days delinquent in assessment dues will receive a reminder notice. The notice will be mailed to the Homeowners address of record, and \$10.00 late fee shall be assessed. iii. Any member who is more than sixty (60) days delinquent in assessment dues shall receive a certified letter advising them that their account is in serious arrears, and an additional \$10.00 late fee shall be assessed this letter will advise the member the account will now be turned over to the Legal department for collection. All legal fees are charged to the member. The lawn and irrigation services as well as the club privileges will be suspended until the account is made current.

IV. MANAGEMENT

a. General operating policies, fiscal management, membership regulations and supervision of the club personnel is vested exclusively in the Board of Directors. Daily management of the club, supervision of the members to assure compliance with these Rules and Regulations, and the responsibility for the club's physical plant is vested in the Board of Directors. All violations of these rules should be reported to the Property Manager.

GENERAL RULES:

a. CLUBHOUSE AND GROUNDS:

i. Club office hours are posted at the clubhouse and on the website. The onsite administrator will be on duty during these hours, either in the office or out on property to assist you.

ii. Proper attire, including shirts and shoes, must be worn in the clubhouse. Dry or wet bathing suits are not permitted in the clubhouse. There shall be no loud or abusive language on clubhouse grounds. No games shall be played for money on the clubhouse grounds.

iii. Smoking is prohibited in the clubhouse, entrance, and surrounding grounds at all times. This includes the pool and spa area.

iv. Members are responsible for the general appearance of the clubhouse and grounds. All trash must be placed in the proper containers.

v. No animals (except service animals) will be allowed in the clubhouse or on the grounds. Owners should be prepared to present, when asked, the animal's carrying card information. These animals must be properly restrained. Animals are never allowed in the pool nor spa.

vi. Bicycles and scooters shall be placed in the bicycle stand or in designated areas. No bicycles or scooters are allowed in the clubhouse or within the fenced areas. Bicycles shall not be parked in the entryway to the clubhouse.

b. SWIMMING POOL/SPA:

i. The club does not have a Lifeguard, SWIM AT YOUR OWN RISK!

ii. Pool use is limited to the hours posted at the clubhouse. Any attempt to swim during hours when the pool is closed will result in suspension of club privileges.

iii. Proper bathing attire must be worn, and showers must be taken before entering the pool. Changing in or out of bathing attire is not to be done in public view. Please use the restrooms for changing, or risk suspension of privileges. No oil-based suntan lotion may be used, and towels must be placed on the chairs prior to sitting to avoid damage to the furniture from oil-based products.

iv. There shall be no glass in or around the pool area, including the adjacent table areas. NO FOOD OR DRINKS ARE ALLOWED IN THE POOL OR ON THE SPA DECK AREA. This is the 6' (foot) area surrounding the pool/spa. The spa temperature is not to exceed 105 degrees Fahrenheit. v. There shall be no running, jumping, shouting, excessive splashing, and no diving or jumping into the swimming pool or spa. No loud music may be played. Unaccompanied children are not allowed in the pool, nor spa.

vi. The pool/spa areas are not to be used when lightning is present or imminent.

vii. No floats larger than a single raft may be used in the pool.

c. TENNIS COURTS: Use of the tennis courts are on a first come, first serve basis, with play limited to one hour when others are waiting. Tennis lessons and clinics for members shall not have priority. Proper tennis shoes must be worn on the courts. NO HARD SHOES MAY BE WORN. Children must be accompanied by an adult to use the courts.

d. SHUFFLEBOARD COURTS: Use of the shuffleboard courts shall be governed by the same rules as the tennis courts, particularly in respect to the wearing of hard shoes. There shall be: NO HARD SHOES MAY BE WORN ON THE SHUFFLEBOARD COURTS.

e. VOLLEYBALL: Return ball at the end of play. You may need to bring your own pump or use your own volleyballs if preferred.

f. CLUB EQUIPMENT: Any member who uses the club equipment is responsible for its safe return. Damage to the club property or equipment through carelessness or neglect of the member or the member's guest shall be paid for by the club member. Members are responsible for their Guests.

i. Billiards Table/Wi-Fi Room: Use of the billiards table is restricted to members of the club and accompanied guests. Children must be accompanied by an adult. Players may not start another game when others are waiting. A game shall not exceed 25 points. Shoes and shirts must be worn in the fitness room. Cue sticks shall be placed in the racks, and the billiard balls put in the tray under the billiards table when not in use. The billiards table should be brushed and recovered when the game is completed. Profane language, loud music, party accessories, or any articles that would disturb other club members will not be permitted. Additionally, food/beverage shall be allowed in moderation, excessive food/beverage, and party trays are not allowed. Food and drink debris are not to be left around the room and must be taken/properly disposed of.

ii. Fitness Equipment: Proper use of fitness equipment is mandatory. Unaccompanied minors must have an adult present when using the fitness equipment. Users are to respect the equipment by not over-weighting the weight system. Proper shoes are required for the use of the treadmill and elliptical. Please report any and all damage, or problems immediately to the office administrator. When the room is not in use, windows must be closed, and the fans turned off. Lights and thermostat are automatic and should not be touched. Door must be closed completely upon exiting.

g. IRRIGATION SYSTEM: The irrigation systems are the property of the club and are maintained by the club. Should you have any irrigation issues, please fill out the Irrigation Request form available in the club lobby. If you see that there is an urgent problem, contact the office administrator or management company immediately. Room additions, widening of driveways, even adding pavers can harm the irrigation lines. Plans for any changes to the lawn must be submitted to the office for verification of any irrigation changes that may require relocation. Any changes to the lines will be handled by the irrigation vendor hired by the association. PLEASE, call 811 Before You Dig, they will flag your lawn where cables and pipelines are buried.

h. NEWS AND UPDATES: Any Williamsburg/Lime Tree Village Updates will be email blasted out to members with an email address on file. Additional association information can be found on the website.

i. CLUBHOUSE USE, CATEGORIES, AND FEES:

i. The clubhouse is available to Lime Tree Residents. The Wi-Fi room and Gym cannot be reserved or held for any reason by members. All members have access to these rooms during clubhouse hours. The Ballroom may be reserved and rented out for a charge as decided by the Board of Directors. All Board meetings and WHOA meetings will be held in the ballroom.

1. Ballroom rental requests must be made using the appropriate form (which can be obtained via the office or website). All requests must be approved by the Board of Directors.

2. In addition to the regular use rates, clean up fees and deposits must be given in advance to the Office Admin.

3. The club maintenance staff will be responsible for setting up and taking down any tables, chairs, or other clubhouse equipment used. Chairs and tables may not be set up more than two hours in advance without specific approval from the club office.

4. Any equipment other than tables and chairs must be requested in advance. The user will be responsible for the care, cleaning, and safe return of any equipment.

5. If refreshments are served at the meeting, it is the responsibility of the user to supply paper goods, to clean the kitchen after use, and to provide the necessary cleaning supplies and garbage bags. All paper products must be removed, garbage cans emptied, and all bags of garbage placed in the large, covered container outside the kitchen door. Maintenance staff will then return all tables and chairs to the proper storage area.

6. If a meeting extends past the regular clubhouse operating hours, it will be the responsibility of the user or the group leader to secure the building as follow: All heating/air conditioning units shall be turned off, all doors and sliding glass doors shall be checked and securely locked, and all room lights except the security lights shall be turned off.

ii. DEPOSITS AND CLEANUP: A refundable deposit will be required for all club uses. Clean-up costs will be charged for the use of the clubhouse. The Board of Directors may, at its discretion, deny the use of the clubhouse to any individual, club, or groups and may waive the damage deposit for any club or group that uses the clubhouse on a continuing basis. The clubhouse shall be inspected for damage and cleanliness within 48 hours after any rental and the deposit or balance thereof shall be returned to the depositor no later than 10 (ten) days after the rental.

VI. CHANGES AND REVISIONS:

The Board of Directors may, at their discretion, make any alterations, changes or revisions to the rules and regulations that it deems necessary and such changes shall become effective as of the date made.