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KATIE L. DIXON
RECORDER, SALT LAKE COUNTY, UTAH
PROPERTY MANAGEMENT SYSTEMS
3480 HIGHLAND DR SLC UT 84106
REC BY: SHARON WEST , DEPUTY

WILLOWBROOK HOMEOWNERS ASSOCIATION

RULES AND REGULATIONS

AUGUST 15TH, 1990

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RULES AND REGULATIONS OF WILLOWBROOK CONDOMINIUMS

BE IT HEREBY RESOLVED pursuant to Article 11, Section 16 and Article 11, Section 1, Paragraph (e), that the following rules and regulations be adopted and established for the maintenance, operation, management and control of Willowbrook Condominium Village. All unit owners are responsible for compliance of their tenants with these rules and regulations, and are required to give notice of these rules and regulations to the tenant at time of rental.

SWIMMING POOL

1. Swimming pool tags are required at all times in the pool area. Replacement tags may be purchased from the manager or agent.
2. All tenants residing in the condominium must have a waiver signed by the unit owner and on file with the manager before using the pool and/or clubhouse.
3. Children under fourteen must be supervised by a person 18 or older at all times. Children may not ask adults already at the pool to provide such supervision.
4. Swimming pool hours are 10:00 a.m. until 11:00 p.m. daily. Adult-only swimming is Monday through Sunday from 9:30-11:00 p.m.
5. No glass of any kind will be allowed in the pool area.
6. Groups of more than six people must obtain permission from the manager or his agent before scheduling the pool.
7. There is no lifeguard on duty. Use of the pool is at user's own risk.
8. Violations of these rules may result in loss of privileges to use the pool. This will be at the sole discretion of the management committee.

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PETS

1. All pets must be pre-approved by the home owners committee, and registered with management.
2. No animals other than dogs and cats weighing no more than 20 pounds, mature weight, shall be kept or allowed in any unit or within any part of the common area.
3. Animals may be on common areas only if on a leash and accompanied by its owner or designee.
4. Pet owners must clean up after their pets.
5. Pets shall not be tied outside on the property, on a patio, balcony, or anywhere outside of owner's unit.
6. Owners are responsible to ensure that pets do not make excessive noise or create a nuisance for neighbors.
7. If violation of these rules occur, the management committee shall:
 - a. Levy a \$100.00 fine for failure to remove defecation if witnessed in writing by two or more persons.
 - b. Remove the pet permanently from the premises upon ten days written notice, as stated in the by-laws.

PARKING

1. Each unit is assigned one covered parking space labeled with the unit number. Other uncovered parking stalls are available for second vehicles, guests, and visitors.
2. An owner, his family, guests, and/or tenants shall not use covered parking spaces assigned to other owners without their prior written permission.

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3. No vehicles shall be parked in red fire lanes.
4. No vehicles shall be parked in front of garbage dumpsters.
5. No vehicles shall be parked in such a manner as to impede the flow of traffic through the parking lot.
6. No vehicles without current registration shall be parked in the condominium common parking or assigned covered area.
7. No obviously inoperable vehicles (such as junk cars with flat tires, major parts missing, etc.) shall be parked in the condominium parking lot.
8. Minor repairs on vehicles must be completed within two weeks.
9. Recreational vehicles, (boats, campers, trailers, etc.) oversized vehicles and other seldom used vehicles may not be parked in the condominium parking lot.
10. No storage items, including but no limited to bicycles, barbecues, etc., may be stored in the parking stalls at any time.
11. Violation of these rules will result in the following penalties:
 - a. Rules 2,3,4, or 5--Vehicles will be towed immediately at owner's expense by management.
 - b. Rules 6 and 7--Vehicles will be towed after 24-hour notice is given on the windshield of the vehicle in question by management.
 - c. Rules 8 and 9--Vehicles will be towed after two weeks notice is given on the windshield of the vehicle in question by management.
 - d. Rule 10--Storage items will be confiscated and discarded without notice by management.
12. Infrequently driven vehicles shall not be parked in prime parking areas.

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SAFETY

1. No bicycles, skateboards, roller blades, or roller skates shall be ridden on condominium walkways. Violations of this rule, may result in a fine of \$25.00 per offense.
2. Periodic inspection of common areas will take place to maintain our insurability. Any unit owner's property left in a common area affecting our insurability including, but not limited to bicycles, toys, etc. left in hallways, will be seized and if not claimed within 14 days will be discarded by management.
3. The only items permitted on balconies are patio furniture, including barbecues, and firewood stacked not higher than the railing. Management is not responsible for any stolen or damaged articles.
4. The creek is dangerous. Children and other persons are not allowed to play on the banks of the creek. All persons approaching the banks of the creek do so at their own risk.
5. Care should be used with appliances, fireplaces and barbecues. Fire can spread quickly in the type of building structure at Willowbrook.
6. Any persons in violation of these safety rules which incur damages to persons or property of Willowbrook shall be held financially responsible.

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CLUBHOUSE RENTAL POLICY AND PROCEDURE

1. Any owner or resident renter of Willowbrook interested in renting upper level clubhouse, (lower level clubhouse or pool if applicable), is to call property management. A rental calendar will be displayed on clubhouse window to correspond with that of managements.
2. Property management will inform renter of policy and procedure as follows:
 - a. Upper level clubhouse, (lower level clubhouse or pool if applicable), can be rented on date wanted from 5:00 p.m. until 1:00 a.m. unless otherwise specified by property management.
 - b. Agreement for a fee of \$10.00 or \$20.00 if renting the lower level or pool in addition to upper level clubhouse, to be paid upon receipt of keys from property management person to open clubhouse plus signing of notice of responsibility.
 - c. Keys are to be returned to property management person within 24 hours.
 - d. Inspection and inventory check will be conducted by property management within 24 hours of rental. Then keys must be returned and a release of liability will be signed and dated.

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GENERAL RULES

1. Signs of any type cannot be placed on patio or balconies but may be placed inside of the units window. No sale sign can reflect the price of unit. All signs must be approved by management.
2. Prior approval must be obtained before installing washer/dryers in the individual units to make sure that proper drainage is made and does not interfere with limited common areas.
3. No owner shall make or permit excessive noises that will disturb or annoy the occupants of the community or interfere with the rights, comforts or convenience of other owners. This includes the loud playing of stereos in units and/or swimming pool area.
4. Children shall be allowed to play only in designated play areas, private patios, carport areas, and service streets. Children will not be allowed to play in entrance ways in front of units.
5. Units are individually owned and should be regarded as ones home. As such, all disputes with neighbors should be worked out diplomatically. The management will not become involved in personal disputes.

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HOMEOWNERS RESPONSIBILITY

1. Each owner/tenant shall keep his/her unit in good state of preservation and cleanliness, and shall not sweep or throw any dirt or other substance from doors, windows, or balconies thereof.
2. Each owner is responsible for their furnace. Also window glass and screens must be replaced by owner. If not fixed within one week of damage, management will replace window/screen at owners expense.
3. Damage to another unit for which you are responsible such as overflowing toilet, tub or washer, broken windows etc., will be fixed by owner within one week or management will initiate repairs at owners expense.
4. All garbage and refuse from the units shall be deposited with care in the garbage dumpsters. Bins are for garbage only. Large items such as used furniture, used carpeting, building materials, etc., are not to be put in the dumpsters.

MAINTENANCE FEES

1. Maintenance fees are due the first of each month.
2. If Monthly maintenance fees are not received on or before the 15th of each month, a late fee of \$10.00 will be incurred. If the fees are not received within 30 days of the due date, interest will be incurred at the rate of 1.5% per month on the unpaid balance.
3. If monthly maintenance fees are not received within three months of the due date, a lien will be placed on the property and/or legal action will be taken to collect the debt. All costs incurred, including attorney's fees will be at the owner's expense.

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RESPONSIBILITIES OF WILLOWBROOK HOMEOWNERS ASSOCIATION COMMITTEE MEMBERS

POLICIES AND PROCEDURES

Each member of WHA shall be elected at the annual homeowners meeting in January of each year. The WHA committee has 9 members on its board. There shall be 4 two bedroom homeowner committee members and 4 three bedroom homeowner committee members and 1 homeowner committee member at large, meaning either a two or three bedroom homeowner committee member. These elected committee members representing the three bedroom units are elected for a 3 year term, the two bedroom committee members for a 2 year term and the at large committee member for a 1 year term.

1. It is the responsibility of each elected member of the WHA to attend the regular monthly meeting which is the 3rd Wednesday night of each month unless otherwise determined by WHA. If a member is absent for 3 consecutive meetings he/she is automatically removed from the committee unless WHA determines the reason for being absent was beyond members control.
2. Members must not be behind on his/her condo fees or assessments. It is the members responsibility to be a representative of each homeowner and therefore, must set the example of following all of the Willowbrook rules, policies and procedures as set forth by WHA.
3. Proper conduct at all meetings, including regular monthly meetings, special meetings and annual meetings, should be maintained at all times even if subject matter is very controversial issue. Each member should respect everyone's feelings and opinions. If improper conduct, (swearing, shouting, abusive language, physical abuse, etc.) is shown by a member that member can be dismissed from meeting and if repeated habitually can result in being removed from the WHA; as any member can be removed from office by majority vote.

~~Members of the WHA MUST BE an owner resident.~~ *Ky Jg, W.M.A*

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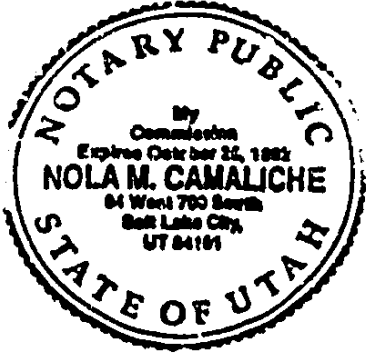


*15 day of Aug 1990
M. M. Camaliche*

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Dated this 15 day of Aug, 19 90



Willowbrook Homeowner Association

Management Committee

Judith B. Limbrough *vice President*

Kay F. Legate *Treasurer*

John Jones *SECRETARY*

Tom Evans

Camaliche

Della Mae Nelson

Christine Mcullough

Nola M Camaliche