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August 18, 2025

Dear Lakelands Ridge HOA Homeowners,

As all homeowners were previously notified, the Board of Directors met on August 5, 2025, at which time they reviewed and discussed the proposed revised Clubhouse Rules. These revisions are needed in order to ensure that all future use of the facility complies with certain requirements intended to avoid potential liability, injury, damage to the property, nuisance and inconvenience to other residents of the community.

After hearing comments and questions from homeowners in attendance at the meeting, the Board voted to adopt the revised Clubhouse Rules. The final approved revised Clubhouse Rules are enclosed for your records and went into effect immediately upon the Board's formal adoption.

On behalf of the Board, I thank you for your attention to this matter.

Sincerely,

A handwritten signature in black ink, appearing to read 'AMM', written over a light blue horizontal line.

Andrew Moorman, CMCA
Community Manager

Lakelands Ridge Clubhouse Rules and Usage

Adopted August 5, 2025

PURPOSE: These rules apply to all Lakelands Ridge residents and their guests

1. The clubhouse is a shared amenity designed for organized gatherings, small events, and fitness use by residents.
2. These rules are established to ensure that the space is respected, maintained in good condition and used fairly by all.
3. Smoking is prohibited within 20 feet of the building. There is ABSOLUTELY NO SMOKING INSIDE.
4. Excessive noise, abusive or unacceptable behavior will not be tolerated. Violations may result in penalties and/or fines. (See item 10.)

ACCESS AND USE:

1. Reservations required:
 - a. Groups of 2 or more should reserve the clubhouse in advance through Abaris Realty.
 - b. The HOA and condominium boards may use the clubhouse for meetings and events free of charge but should notify Abaris.
 - c. Owners who wish to reserve it should contact Abaris Realty at customercare@abarisrealty.com for procedures and dates available.
 - d. Requests to reserve the clubhouse for a gathering including refreshments or the use of the kitchen must be submitted to Abaris Realty at least two (2) weeks in advance and must be accompanied by two checks: One check is for the security deposit in the amount of \$200. The second check is a rental fee, \$100 for the first 4 hours and \$25 for each additional hour. Both checks should be made payable to the Lakelands Ridge Homeowners Association. The security charge will be refunded if there are no charges assessed.
2. The space may be reserved for:
 - a. HOA or Condo association meetings.
 - b. Small private events (birthdays, family gatherings, etc.).
 - c. Other approved community functions.
3. The clubhouse must be used respectfully. It may NOT be used for:
 - a. Loitering or hanging out by individuals or groups.
 - b. Using the space as a personal living room.
 - c. Teen or youth gatherings without adult supervision.
4. Only owners or listed residents may reserve the space. Owners are responsible for
 - a. Their guests' behavior.
 - b. Any damages caused.
 - c. Cleaning up after use.
5. Behavior and Conduct
 - a. No "admission fees" or fund transfers that could be construed as an admission fee (e.g., cash bar) may be collected.
 - b. The inclusive reserved usage time stated on the application shall include clean up.
 - c. Any wall decorations shall be attached so as not to leave a mark. Repair costs for any damage will be charged to the owner/resident.
 - d. All activities, including cleanup, must be concluded and the building vacated by midnight.

- e. Furniture must be used appropriately and returned to its original position.
- f. **FEET ARE NOT PERMITTED ON THE FURNITURE!**
- g. Noise must be kept to a respectful level.
- h. Smoking and illegal substances are strictly prohibited.
- i. Children and minors must be accompanied by an adult at all times.
- j. Access to all the exits must remain clear at all times.
- k. Any damage must be reported to Abaris Realty immediately.

6. Clubhouse/Kitchen Agreement

- a. An owner event is any event not sponsored by the HOA or a condo board.
- b. Owners interested in reserving the clubhouse for exclusive use must complete a "Clubhouse/Kitchen Agreement."
- c. The owner sponsoring the event is responsible for the conduct of all guests and must be on the premises at all times. The sponsoring owner is liable for all damages, including any amount exceeding the previously obtained security deposit.
- d. A rental fee and refundable deposit will be required upon reservation.
- e. Any damage will result in forfeiture of the deposit and possible additional charges.
- f. The owner is responsible for all areas of the club room, hallways, kitchen, and bathrooms. None of the furniture is to be removed from the room.
- g. Any damage must be reported to Abaris Realty immediately.

7. Kitchen

- a. Use of the kitchen without a prior reservation, deposit and a signed agreement is not permitted.
- b. The kitchen, including the refrigerator, microwave or other equipment may be used with a signed agreement and proper payment of a deposit.

8. Pool

- a. Usage of the kitchen and clubhouse does not include automatic use of the pool.
- b. Use of the pool by guests will require prior written approval.
- c. Pool rental is restricted to the hours posted unless special arrangements are made in advance.
- d. If additional lifeguards are needed, the renter must pay all associated costs.

9. After Use Owners/Residents Must

- a. Remove all trash. Trash must be secured and taken out to the trash enclosure. Clean plastic bags must be replaced in all trash cans. Do not use paper bags or boxes to discard trash.
- b. Wipe down tables and equipment surfaces.
- c. Return furniture to its original arrangement.
- d. Vacuum carpet.
- e. Turn off lights and electronics and ensure doors are locked and secured.

10. Enforcement. Violations of the rules may result in

- a. Loss of clubhouse privileges
- b. Fines or charges for damage
- c. Owners/Residents must acknowledge these rules when reserving the space.