

BY-LAWS OF THE WILDWOOD LAKES HOMEOWNERS ASSOCIATION

ARTICLE I

NAME

The name of the Association is the "**WILDWOOD LAKES HOMEOWNERS ASSOCIATION**," (REFERRED TO HEREIN AS, "this Association" or "Association")

ARTICLE II

OBJECTS

This Association is formed for the purposes of:

- (a) Associating together the various property owners of the Wildwood Lakes, subdivisions of land in Jackson County, Missouri, as listed in Article III below, to develop and maintain a high class residential district, and to develop and maintain such other facilities in connection therewith in order that those persons in such residential area might enjoy the more useful benefit of the environment,
- (b) Interchanging ideas and disseminating information and knowledge pertaining to said area;
- (c) Cooperating with each other for the purpose of mutual advantage and for the benefit of said district.

ARTICLE III

MEMBERSHIP

All Members whether voting Members or Associate Members shall abide by the By-Laws and all rules and regulations of the Association.

Voting membership in this Association is comprised of the persons owning Real Property within the following sub-divisions in Raytown and those qualifying for Associate Membership who Joinder their property. A person owning more than one lot within the subdivisions is listed below shall hold one voting membership for each such lot.

Wildwood South, all of lots 1-26
Wildwood Lakes Extension of all of lots 1-33
Wildwood Lakes South West Tract A:
Wildwood Lakes South East Tract B:
Wildwood Lakes North Lots 1 and 2

A household qualifying for Associate Membership as set forth below may legally Joinder their property in perpetuity to the Association, upon approval of the Board. The Association will pay the filing fee and any associated costs up to and including the equivalent of one year's membership for the Joinder for such household. Thereafter, responsibilities accorded such Membership, including eligibility for Association offices and general Association assessments.

ASSOCIATE MEMBERSHIP

Associate Membership may be granted to persons living within the area bounded on the north by 67th street, on the east by Vermont Avenue and on the south and west by the roadbed of the former Rock Island Railroad Tracks, all in Raytown, Jackson County, Mo. Previous members, Full or Associate, that have been in good standing and leave the area as described in this paragraph, may rejoin as an Associate Member, In addition persons owning Real Property on the north or south side of 67th street between Willow and Vermont Avenue are eligible for Associate Membership in the Association. Provided however, persons who have continuously maintained their Associate Membership since the year 1989, without respect to the place of their residence, shall continue to be eligible for Associate Membership, **Associate Membership is not available to mandatory full Members.**

Associate member's use of the Association's property is restricted to fishing and picnicking along the north shore in non-residential areas and on the dam from the north side to the bridge over the spillway of the upper lake and on the north shore dam of the lower lake of the association provided, however, those persons who were Associate Members in or before 1989 and have continuously maintained their Associate Membership to the present shall continue to have the same access to Wildwood Lakes as provided to full Members. **Other than the payment of annual dues, Associate Members are not subject to assessments levied by the Association.**

ARTICLE IV

MEMBERSHIP DUES

Membership dues shall be Three Hundred and Fifty dollars (\$350) beginning year 2017, and Four Hundred (\$400) beginning in year 2023. Those owning docks will be charged equally for required insurance coverage with additional Twenty Five dollars (\$25) for unforeseen charges by said insurance company. An annual fee of Ten dollars (\$10) will be assessed per boat (vessel with hull) per year beginning 2023. Associate Membership dues shall be One Hundred Seventy Five (\$175) per calendar year. Dues shall be payable annually on the first day of January each year and shall be delinquent if not paid by the first day of March; and there shall be a late charge of \$10.00 per month for each of the first four months beginning March 1 and \$15.00 per month thereafter that dues are delinquent until all late charges and delinquent dues are paid. A household which has not paid its membership dues by March 1 of any calendar year shall be dropped from the membership roll for non-payment of dues and the members of such a delinquent household shall be deprived of all rights and privileges of this Association as long as said dues remain unpaid.

All decisions to forgive late charges or assessments shall be made by the Membership of the Association in a regularly scheduled meeting.

The Board may from time to time waive the dues and grant membership for services rendered to the Association and may grant life membership to individuals who have supported the Association in some outstanding, meritorious manner.

ARTICLE V

BOARD OF DIRECTORS

This Association shall be managed by a Board of Directors ("the Board or Board") having seven (7) Directors as follows:

- (a) Four (4) Officers elected for two (2) year terms, two to be elected each year as outlined in Article VII: Nominations and Elections.
- (b) Three (3) Directors elected for two (2) year terms, two to be elected in one and one to be elected the next year as outlined in Article VII: Nominations and Elections.

The responsibilities of the Directors are (1) to attend all meetings of the Associations and the Board; (2) to bring concerns of the membership to the Board for review and recommendations or action; and (3) to maintain a working knowledge of the current By-Laws and the Policies and Procedures of the Association. Additionally, one Director shall be appointed by the Board to serve in the capacity of Parliamentarian to aid in conducting meetings according to the practical applications of the current edition of Robert's Rules of Order.

The immediate past President of the Association shall serve as an ex-officio member of the Board during the year following the President's term of office, but shall have no right to vote at Board meetings.

The Board shall have no power to obligate the Association for extraordinary expenditures in excess of two thousand five hundred dollars (\$2500) each without the prior approval of a majority of the Members in attendance at an Association meeting, except the Board may obligate the Association for annual recurring expenditures such as liability insurance. Association funds shall be used exclusively for the benefit of the members.

The Board, any Officer nor any Member of the Association shall not obligate the Association by agreeing to maintain or by assuming the responsibility or liability for property not owned by the Association. Nor shall the Board, nor any officer nor any member of the Association dispose of lease or in any manner encumber or acquire Association real estate without the prior approval of a majority of the membership. The Board shall meet at least once bi-monthly (6 times per year) on a consistent day set by the Board and announced to the membership or on call by the President or a majority of the members of the Board. A majority of the Board shall constitute a quorum

of said Board of the conduct of business at any regular or special meetings of the Board. A quorum of the Board has the authority to convene special meetings of the Association.

The Board may at its option remove any Board member for non-attendance of three regular meetings of the Board during any calendar year. The Board may by majority vote fill any vacancy in the office of Directors, whether occasioned by removal, death, resignation or any other cause, such successor Director to serve until the term that Director was appointed to fill has expired.

The Association shall release, defend, indemnify and hold harmless every Director, Officer and Member of the Association against all damages, losses, costs, expenses and liabilities whether direct, indirect, or consequential including, but not limited to, claims of Association and other persons and organizations, reasonable fees and expenses of attorneys and consultants, and court cost in connection with any claim, action, suit, proceeding, investigation or inquiry of whatever nature in which such person may be involved as a party otherwise by reason of having been any officer, director or officer, or member of the Association at the time of the incurring of imposition of such damages, losses, cost, expenses or liabilities, excepting only in relation to matters as to which such person shall be finally adjudged in such action, suit, proceeding, investigation or inquiry to be liable for willful misconduct toward the Association in the performance of their duties. The foregoing right of indemnification shall be in addition to and not in limitation of all rights to which any persons may be entitled as a matter of law and shall inure to the benefit of the legal representatives of each person.

ARTICLE VI

OFFICERS

The officers of this Association shall be a President, Vice President, Secretary and Treasure. Each Officer shall be elected for a two-year term. Should any Officer die, resign or otherwise be unable to perform the duties of their office after their election but before the expiration of their term of office, the Board shall elect a successor from among its members to fill the expired term, except when the President's office becomes vacant for reason other than expiration of their term. In this instance, the Vice President shall assume the office of President and the Board shall fill the vacant Vice President's office.

The duties of each office shall be:

PRESIDENT: The President is responsible for all operations and activities of the Association. In addition, the President shall:

- (a) Preside at all regularly scheduled and specially called meetings of the Board and the Association:
- (b) Conduct said meetings according to the practical application of the current edition of Robert's Rules of Order.
- (c) Appoint committees as directed by either the membership or the Board.

- (d) Be familiar with operations and deliberations of all standing and ad hoc committees.
- (e) Anticipate and bring to the attention of the Board and/or Association issue that may be of potential concern.
- (f) Be the Association's principal spokesperson and representative to governmental civic and business organizations as needed, or appoint an alternative representative from the Board.
- (g) Have the authority to convene special meetings of the Board.
- (h) Authorize and sign checks in the absence of, and with the consent of, the Treasurer.
- (i) Request an annual review of the Association's Financial records and documents by two or more impartial members of the Board.

VICE PRESIDENT: The Vice President shall:

- (a) Preside in the absence of the President and perform the President's duties.
- (b) Chair the Membership Committee of the Association.
- (c) Maintain a current list of Members and Associate Members.
- (d) Distribute the current membership list to new Members and Associate Members, and to Board members at each regularly scheduled Board meeting.
- (e) Be familiar with operations and deliberations of all standing and ad hoc committees, providing advice and assistance where needed.
- (f) Anticipate and bring to the attention of the Board and/or Association issues that may be of potential concern.
- (g) Be the Association's principal spokesperson and representative to governmental, civic and business organizations as needed, in the absence of, or at the behest of the President.
- (h) Have the authority to convene special meetings of the Board.

SECRETARY: The Secretary shall:

- (a) Attend all meetings of the Board and the Association and record the minutes of those meetings.
- (b) Record Board members attendance at Board and Association meetings.
- (c) Record proxy votes brought to meetings by Members of the Association.
- (d) Handle all meeting notices and all correspondence of the Association.
- (e) Except on direction from the President, the Secretary shall not be responsible for generating correspondence of individual Board members or committees.
- (f) Record all citations issued against Members and Associate Members. If an appeal is made to the Board or the Association, the Secretary shall record the decision of said body and be responsible for communicating the decision as outlined in Article XI.
- (g) Be responsible to provide to each Board member minutes from each Board and Association meeting, whether regularly scheduled or specially called, at least one week prior to the next regularly scheduled Board meeting.
- (h) Be responsible to provide a copy of the minutes of regular and specially called Association meetings to be included in the next regular issue of the Wildwood Lakes newsletter.
- (i) Maintain files of all Association minutes, correspondence, newsletters and other documents, not including those files kept by the Treasurer.
- (j) Make available a current copy of the By-Laws and Policies and Procedures at each Board meeting and Association meeting.

TREASURER: The Treasurer is responsible for the transaction of all financial activities of the

Association. In addition, the Treasurer shall:

- (a) Maintain files of all financial information, correspondence and transactions.
- (b) Collect annual dues from Members and Associate Members.
- (c) Make deposits to appropriate accounts and maintain written records of all such deposits.
- (d) Issue membership cards according to written Policies and Procedures.
- (e) Issue boat stickers and maintain registration log according to written Policies and Procedures.
- (f) Send Members notices and report to the Board when Members' dues are delinquent.
- (g) Pay bills in a timely manner.
- (h) Maintain a detailed record of all revenues and expenses and provide a financial report at each regularly scheduled meeting of the Board and the Association.
- (i) Collect and maintain invoices, receipts and records of payment for all Association expenses.
- (j) Issue checks for expenditures approved by the Board and/or the Association.
- (k) Reconcile the checkbook every month.
- (l) Maintain the Association's accounts in a manner consistent with approved accounting practices.

DIRECTORS:

One director shall be in charge of lake maintenance which includes the ordering of lake chemicals to control algae and the ordering of fish to maintain lake for good fishing

One director shall be in charge of seeing to the maintenance of common areas including the assignment of work to be done at scheduled gatherings of volunteers, the hiring of a mowing company to keep the grass mowed and the hiring of tree services when needed.

One director shall be responsible for seeing to the notification of all meetings that are to be placed on the announcement board and placed at the islands entrance several days prior to all scheduled events and to place requests with the R.E.A.P. office for the use of its community room.

ARTICLE VII

NOMINATIONS AND ELECTIONS

The President shall appoint three (3) Members to a Nominating Committee prior to the August Board meeting in each calendar year. The Nominating Committee shall elect a Chair from among its Members. The Nominating Committee shall nominate one (1) Member for each term beginning in odd-numbered years, or two (2) Members for the terms beginning in even numbered years, to serve two-year terms each as Directors of the association as provided for by Article V 'Board of Directors'.

The Nominating Committee shall also nominate two (2) Members, each year to serve two-year terms each as Officers of the Association as provided for by Article V 'Board of Directors'. The offices of President and Treasurer shall be filled for two-year terms beginning in even-numbered years and the offices of Vice President and Secretary shall

be filled for two-year terms beginning in odd-numbered years.

Each nominee for an Officer or Director of the Association shall also be a 'voting member in good standing' (all dues paid in full) of the Association.

The report of the Nominating Committee shall be presented in writing at the third quarterly meeting of the Association. The membership shall be notified in writing at the third quarterly meeting of the Association. The membership shall be notified in writing of the proposed slate of Officers and Directors at least two weeks prior to the fourth quarterly meeting. Any voting Member in good standing in attendance at either said meeting may nominate Members for the offices of the Association or for the office of Director, from the floor of said meeting. The offices specified above shall be filled at said meeting by a majority of the voting Members in good standing in attendance and the proxies being voted at that time. The Officers and Directors so elected shall assume office on January 2nd following the said meeting.

ARTICLE VIII

MEMBERSHIP MEETINGS

The Members of the Association shall meet at least 3 times per year upon dates to be set by the Board, and at such times upon call of the Board. The 3rd yearly meeting of the membership shall be deemed to be it's annual meeting. Reasonable notice of such meetings shall be given by written notification or by a calling committee to be named by the President. A quorum shall be constituted by the personal presence of ten percent (10%) of currently paid memberships. An affirmative vote of sixty percent (60%) of the membership present or represented by proxy shall be necessary to pass any proposal presented to a meeting in any transaction involving more than \$2,500. An affirmative vote by simple majority shall be necessary to pass any other proposal to come before a meeting including the election of officers and directors. Any member may give a written proxy to any other member, which proxy item(s) may be voted at membership meetings in the same manner as if the absent Members were voting in person. Proxies shall be registered with the Secretary at the beginning of each membership meeting. Written notice of all proxy item(s) shall be conveyed to all currently paid Members prior to said meeting.

ARTICLE IX

AMENDMENTS

These By-Laws may be amended at any regular or special membership meeting attended by at least twenty-five percent (25%) of the Membership in person or by proxy, providing two weeks prior written notification has been given to the general membership.

ARTICLE X

RULES AND REGULATIONS COVERING THE USE OF WILDWOOD LAKES

1. Plans for any docks or boat landings shall be approved by the Board prior to start of construction.
2. Swimming is strictly prohibited at all times
3. The wildlife Code of Missouri shall be followed as to limits, sizes, and seasons. The killing or taking of frogs is prohibited at all times. Exceptions may be made by the Board.
4. The driving or parking of cars or other motorized vehicles is prohibited on the dam. The parking of cars on the north shore shall be limited to specified areas and shall be prohibited between sundown and sunrise.
5. Use of firearms and the shooting of fireworks is strictly prohibited in lakes area at all times.
6. Wildwood Lakes are for the exclusive use of paid Members and Associate Members, but use may be extended to guests of these Members. Members who are delinquent in payment of dues to the Association or any guest of these Members may not have use of the lakes until they are in good standing. Guests of Members in good standing shall be accompanied by the Member or one of the Member's immediate family or shall have an Association membership card in their possession.

Members and Associate Members are limited to six guests per household when engaged in fishing or boating activities at the Lakes. Any Member or Associate Member may apply to the Board for a waiver for a specified date and period of time, and approval of the waiver may be granted by a majority of the Board.

Children under 12 years of age, while fishing, must be accompanied by an adult (age 18 or older) at all times. Children under the age of 12, while boating, must be accompanied by an adult at all times and be wearing a Coast Guard approved flotation device.

7. Live fish shall not be used as bait at any time.
8. The boundaries covered by the rules and regulations are as follows; The top of the dam, within twenty (20) feet of the water line of the south shore, within ten (10) feet of the water line of the north shore for residential areas and from the water line to Lakeview Road for all other areas on the north shore. Boundaries will include the lower lake from the plat boundaries on the north side behind the homes to the common areas behind the houses on the south side of the lake on

Lakeshore Drive, and from the upper dam on the west to the common areas below the lower dam and near the city storm runoff reservoir to the east, as such areas constitute common property owned by the association.

9. Only watercraft owned by Members and Associate Members may be used on the lakes. No gasoline engines will be allowed. Electric trolling motors will be allowed.
10. Members and guests must clean up all litter they create.
11. No loud or rowdy behavior will be tolerated.
12. The Homeowners Association will not be liable or responsible for any injuries, accidents, damage to or loss of property while on Wildwood Lakes or the surrounding properties.
13. All Members and Associate Members using or keeping watercraft on the Lakes must have the last name of the owner in a minimum of two-inch high letters, as well as a Wildwood Lakes sticker issued by the Association, displayed on each side of the watercraft above the water line.
14. Use of alcohol or illegal drugs while boating is prohibited.

WILDWOOD DETACHED STRUCTURES AND FENCING REGULATIONS

Applicant shall submit:

1. Two (2) copies of plot plan showing the location of the entire proposed addition to an existing building, exterior alterations, change in an existing building or any new detached structure for the approval of the Board to appointed committee before any work is undertaken. Examples of such projects include: storage shed/outbuildings or landscaping walls.
2. Two (2) copies of the entire proposed fence or the lot with relation to the lot lines and the outline of the home, type of construction of the fence, including type of material and finished color. Any fence must have approval before installation and should demonstrate compliance with all applicable Raytown City Codes.

The goal of Wildwood Lakes Homeowners Association is to keep all fencing or screening and additional building or alterations to be compatible with the design character of the original building. Fencing on all lakefront properties is strongly discouraged to continue the natural openness for all to enjoy.

No fence or screen will be approved if the installation will obstruct sight lines for street traffic, shoreline or Members' easement.

Fences shall not be nearer to the front of the structure than the rear foundation line of the structure unless otherwise approved by the Board or committee. The Homeowner's Association discourages fencing of the entire back yard due to the effect such fencing has on the feeling of spaciousness desired and maintained in Wildwood Lakes.

Fences may be privately installed but must be constructed to a professional level of quality. Installed fences will be inspected by a representative of the Board or committee.

The Board will approve wooden fences or wrought iron from 4-6 feet high and will give consideration upon showing of good cause or unique circumstances.

Fencing to be used for the construction of dog pens or runs must adjoin the rear of the house not to extend the rear corner of the house and no more than five feet beyond the rear corner.

Chain link or other galvanized metal material will not be approved.

The Homeowner's Association recommends wood post and rail open fencing with or without green or brown plastic wire mesh type construction. If resident is attaching coated wire mesh to the wood fence, it must be on the inside of the fence facing away from adjacent lots.

WILDWOOD MAINTENANCE OF HOMES AND PROPERTIES REGULATIONS

In order to help meet the Association goal of maintaining a high class residential district as stated in Article II: Objects, paragraph (a).

1. Property owners and any tenants are responsible for timely maintenance of their homes, buildings and properties in the Association subdivisions.
2. Proper maintenance is defined as including, but not limited to the following:
 - (a) Mowing and cleaning;
 - (b) Removal of unsightly brush and debris;
 - (c) Painting;
 - (d) Repairs;
 - (e) Replacement and care of roofs;
 - (f) Replacement and care of gutters and downspouts;
 - (g) Replacement and care of exterior building surfaces;
 - (h) Prompt removal of ivy growing on structures, fences, or trees
 - (i) Replacement and care of trees, shrubs and grass and other exterior improvements

ARTICLE XI

ENFORCEMENT OF RULES AND REGULATIONS

A. Citations

Whenever a violation of Article X above is observed by a Board officer or Director, they shall report the issue to the Board, for the Board to issue a citation to the offending Member or Associate Member regarding the violation action or violation of the building and fence rules and regulations, if warranted. If a violating action is performed by a guest or the child of a member or Associate Member, the citation shall be issued to the Member or Associate Member responsible for the conduct of the offending individual. The citation shall specify the date, time, nature of the violation(s) and the number of points assigned to the violation(s), according to the template attached as Exhibit A. In the event violations are committed by guests or Member's or Associate Members' children, the citations may be served on the responsible Member or Associate Member by personally serving them or by sending the citation by certified "return receipt requested" U.S. mail to the residence address of the responsible Member or Associate Member.

B. Fines and Accumulation of Points

Every violation of the rules and regulations of Article X of these By-Laws shall result in the assessment of three points against the responsible party (either the offender or the Member or Associate Member responsible for guest and children) except that violations which involve a danger of injury to the offender or others shall result in the assessment of six points against the responsible party. Fines in the amounts below may be assessed for violation:

(1) First 3-point violation	\$	25.00
(2) Second 3-point violation	\$	50.00
(3) Third 3-point violation	\$	100.00
(4) Subsequent 3-point violation	\$	200.00
(5) First 6-point violation	\$	100.00
(6) Subsequent 6-point violations	\$	200.00

C. Suspensions and Other Sanctions

Points from violations shall be cumulative for the calendar year only, and every Member or Associate Member shall have all points previously assessed cancelled on January 1 of each year. Whenever the points assessed against a single member or Associate Member during one-year totals 12, in accordance with the provision of paragraph B above, the Member may be suspended from voting. and said Member or Associate Member may be suspended from using

the lakes and the common area along with the Member's or Associate Member's family and guests, for the period of 30 days. If a Member or Associate Member shall receive additional points subsequent to a suspension during any one calendar year the Board may impose sanctions, including but not limited to the removal of a watercraft involved in repeated offenses from the lakes, and imposing additional suspensions of up to 90 days in duration.

D. Vandalism, Theft and Destruction of Property

When it is of record and can be shown that a Member or Associate Member or a Member's or Associate Member's children or guest(s) took part in an act of vandalism, theft, or intent to deface or destroy any part of the Association's property or a Member's property, including watercraft or boat docks, the assessment shall automatically be 12 points and a fine of \$200. A violation involving vandalism, theft or intent to deface or destroy the Association's or Member's Property shall result in the following:

(1) A Member's automatic suspension from voting, and a Member's or Associate Member's suspension from use of the lakes, easement and common areas, along with the Member's or Associate Member's family and guests for a period of 90 days.

(2) Removal from the lakes and shoreline of any watercraft owned by the violator for a duration of the suspension.

E. Violations of Suspensions

Any Member or Associate Member who shall be suspended, along with the Member's or Associate Member's family and guests, shall observe the limitations imposed by the suspension, and shall not enter upon the Lakes, easements or the common areas. The violation of a suspension shall constitute grounds for the assessment of points pursuant to paragraph B above, and shall be grounds for consideration of additional sanctions in accordance with paragraph D above.

F. Procedure and Appeals

No action shall be taken to assess points, levy fines or impose other sanctions against a Member or Associate Member except in accordance with the following procedure:

(1) When a Member or Associate Member has been issued a citation justifying the imposition of a fine and the assessment of points, or when the Member or Associate Member has accumulated sufficient points to justify suspension or other sanction, the Member or Associate Member

shall be given written notice of the alleged offense(s) and the action to be taken by the Association. This notice may be given by personally serving them or by sending the citation by certified "return receipt requested" U.S. mail to the residence address of the responsible Member or Associate Member. The notice shall include language regarding the Member's option for appeal, along with the name and the address of the President, as delineated in subparagraph (2) below.

(2) The Member or Associate Member shall have 10 days following the date of the notice required by subparagraph (1) above to request a hearing in front of the Board. Such request shall be made in writing to the President. If such a hearing is requested, all sanctions shall be stayed. If no hearing is requested, the sanctions in the notice shall be effective upon the expiration of the 10-day period.

(3) If a hearing before the Board is requested, it shall be held at the next scheduled monthly meeting of the Board from the receipt of the request. The appealing Member or Associate Member will be notified as to the time and location of that meeting. At the hearing the Member or Associate Member shall be allowed to be present and represented by counsel. The Member or Associate Member may present evidence, call and examine witnesses and cross examine witnesses called for the purpose of establishing the violation(s) as alleged.

(4) The Board shall make a decision concerning the existence of violations as alleged, and the appropriate sanctions to be imposed. This decision shall be in writing and forwarded to the Member or Associate Member within five days of the hearing and shall include language regarding the Member's or Associate Member's option for appeal to the Association membership, along with the name and address of the President, as delineated in subparagraph (5) below.

(5) The Member or Associate Member shall have 10 days following the date of the Board's decision in which to request a hearing before the Association membership. Such request shall be made in writing to the president. If a hearing before the Association membership is requested, the Board's decision shall be stayed. If no hearing is requested the Board's decision shall become final and the sanctions recommended therein shall be effective 10 days after the delivery of the decision to the Member or Associate Member.

(6) If a hearing is requested before the Association membership, it shall be held at the next regular quarterly meeting of the Association, or at a special meeting called before the next regularly scheduled meeting of the Association. At such hearing, the Association membership shall receive and consider the decision of the Board and any testimony or other

evidence which the Member or Associate Member desires to present.

(7) Within five days of the membership meeting, the Secretary shall render a written decision and cause it to be served on the Member or Associate Member personally or by registered or certified mail. The decision shall specify the rules and regulations which have been violated, the acts constituting such violations and sanction(s) imposed. at the option of the membership, the decision of the Board may be adopted by reference as the decision of the Association membership.

(8) Upon receipt of the decision of the Association membership by the Member(s) the sanctions contained therein shall be effective.

G. Legal Proceedings to Enforce Sanctions

In the event any Member or Associate member shall fail or refuse to abide by the terms of any Association action regarding fines, suspensions and other sanctions, under the direction of the Board the Association may utilize whatever legal remedies it deems appropriate, up to and including utilizing the courts to enforce the action taken. In such a case the Member or Associate Member involved will be responsible for the payment of all costs, attorney's fees, and other expenses incurred by the Association.

EXHIBIT A: CITATION

This citation is being issued by the Board of the Wildwood Lakes Homeowners Association to a Member or Associate Member of the Wildwood Lakes Association in compliance with Article XI Enforcement of Rules and Regulation of the Wildwood Lakes Homeowners' Association By-Laws

Name of Member or Associate Member cited: _____

Violation of paragraph # _____ of Rules and Regulations or paragraph # _____ of subsection "

Person(s) involved in the violation: _____

Date violation was observed: _____ Time violation was observed: _____

Number of points assessed _____ in accordance with paragraph B of Article XI Enforcement of Rules and Regulations of the Association By-Laws.

Sanction(s) applied: _____

Fine(s) assessed: \$ _____ Date of Citation: _____

Signature of Board Secretary: _____

President's Name: _____

President's Address: _____

Your Rights (Paragraph F, Article XI, Association By-Laws)

Upon receipt of this citation, the Member Associate Member shall have 10 days following the date of this citation to request a hearing in front of the Board. Such request shall be made in writing to the President. If such a hearing is requested, all sanctions shall be stayed. If no hearing is requested, the sanctions in the notice shall be effective upon the expiration of the 10-day period.

If a hearing before the Board is requested, it shall be held at the next scheduled monthly meeting of the Board from the receipt of the request. The Member or Associate Member will be notified of the date and location of this meeting. At the hearing the Member shall be allowed to be present and represented by counsel. The Member or Associate Member may present evidence, call and examine witnesses and cross examine witnesses called for the purpose of establishing the violation(s) as alleged.

The Board shall make a decision concerning the existence of the violations as alleged, and the appropriate sanctions to be imposed. This decision shall be in writing and forwarded to the Member or Associate Member within five days of the hearing.

Association Rights (Paragraph G, Article XI, Association By-Laws)

In the event any Member or Associate Member shall fail or refuse to abide by the terms of any Association action regarding fines, suspensions and other sanctions, the Association will utilize the courts to enforce the action taken. In such a case, the Member or associate Member involved will be responsible for the payment of all cost, attorneys' fees, and other expenses incurred by the Association.

POLICIES AND PROCEDURES ADDENDUM
TO THE BY-LAWS OF THE
WILDWOOD LAKES HOMEOWNERS ASSOCIATION

This addendum to the By-Laws is intended to identify the usual and customary manner in which the Association conducts business, and text in the body of the By-Laws supersedes this document in case of any conflict. Changes and Amendments to this addendum must be approved as stated in Article IX: Amendments.

1. Monthly Board meetings will be held on the last Tuesday of each month (12 times each year) unless otherwise scheduled. Board meetings may be attended by any Member of the Association. If any Officer or Director is unable to attend regularly scheduled or specially called Board meeting, that person shall notify the President, so their meeting responsibilities may be temporarily assigned to another Board member.
2. No two members of the same household (membership) shall serve as voting members of the Board, except as co-officers or co-directors of the same position. This ensures that one membership will retain only one vote on Board business.
3. Membership cards will be issued annually to adults of each Member household (maximum of two). The colors of the membership cards will alternate each year, to be repeated no more frequently than every four years.
4. Two Wildwood Lakes stickers will be issued per vessel by the Association to each Member or Associate Member requesting them, to be attached permanently to each side of their watercraft. The issuing Officer will maintain a log of Members to whom these stickers have been issued.
5. The Association membership list is a Private and Confidential document, containing personally identifiable information about Members and Associate Members, and is not to be shared with any other individual or group, for profit or not for profit, without the express written permission of the Board.
6. When material revisions are made or amendments added to the Association By-Laws, the Secretary shall have copies made of the revised pages of the document and a copy of said pages delivered or mailed to each member household within 30 days of the final document approval.
7. The Association encourages these steps relating Enforcement of Rules and Regulation, Article XI:
 - a. Neighborly settling of any disputes or violations of these by-laws or rules.
 - b. If this procedure fails to rectify the issue, the Member shall report the issue to the Board, and the Board shall determine the appropriate course of action,

including discussion with the violator.

c. The Board may institute Association assistance in correcting the violation, if a hardship is discovered.

d. The board may also report the violation to the City if the violation is also addressed in City Codes.

e. The Board may also invoke the procedures included in Article XI after step "d" above at the point at which the above steps fail to correct the violation.

8. Citations issued by the Board according to Article XI will be executed by the Secretary, maintained on file, and copied to each Board member

9. The Board will set dates for the Association events such as lake cleanup days and social gatherings. The President will appoint such Ad Hoc committees from the general membership as directed by either the membership or the Board to plan the details of these events. The appointed Committee shall determine event location, beginning and ending times, and menu, as appropriate for the event, and be responsible for any site preparation necessary.

Effective: December 15, 2021