

L A K E W O O D

HOMEOWNERS ASSOCIATION

July 22, 2021

Dear Lakewood Owners/Residents,

Attached are the updated rules and regulations for Lakewood HOA. The Parking Policy will go into effect September 1, 2021.

Please let us know if you have any questions or concerns. Thank you!

Sincerely,

North HOA Team

Lakewood HOA: Amendments, Policies, and Rules

Updated: 07/14/2021

Bylaws

Amendment – Article 8, Section 1: Annual Meetings (Annual Meeting 8 Nov. 2014)

There shall be an annual meeting of the membership of the Corporation at such place as may be designated, on the third Saturday in September of each year at 10:00am for the transaction of such business as may come before the meeting. Or sometime between September and October at a time and place determined by the board with at least 15 days of notice.

Amendment – Article 6, Section 7: Terms of Members of the Board (Annual Meeting, 8 Nov. 2014)

Board members shall serve two-year terms. However, the terms will be staggered such that one year two board members will be replaced and the next year three board members will be replaced.

Amendment – Article 6, Section 1: Number of Members (Annual Meeting, 8 Nov. 2015)

The business and affairs of this Corporation shall be managed by a Board of Trustees which shall consist of 5 members. All Board members shall be members of the Corporation. The Board members shall be elected by the membership.

Board Policies

Policy on owner delinquencies: (12/10/2014 Board Meeting)

- First month late results in warning form HOA Manager. Second month late results in penalty letter form HOA Manager.
- Reaching \$225 debt results in attorney letter. No more than 1 attorney letter per 6 months.
- Reaching \$525 debt results in HOA filing a lien.
- Reaching \$1000 debt results in legal action.

Policy on bank account transactions by board members: (12/10/2014 Board Meeting)

- Two signatures will be required on account transactions.
- No online transactions will be allowed.
- Board members serving two-year terms will be added as account managers.

Policy on making board decisions using email (1/14/2015 Board Meeting):

The following policy governs board decisions made using email.

- Email decisions must follow Utah State Code (below is a partial summary)
 - All board members must participate in vote (For, Against, Abstain) and must waive the right to make a decision on the proposal at the meeting.
 - Vote must signed by the board member.
- Agenda
 - The president will be set the agenda for board decisions in email by notifying board members of the proposal being voted on. If all other board members unanimously want an item on the agenda it will be added.
- Amendments
 - An item cannot be amended, but a member may petition the president to bring a revised proposal up for consideration.
- Minutes: The secretary will save and record the signed documents.

Policy on fines: (6/27/2019 Board Meeting)

All owner found to be in violation of a policy will face the following consequences.

1. 1st violation - A letter of warning indicating that they are in violation of the policy and what needs to be done to rectify the situation.
2. 2nd violation - A letter indicating that they are in violation for a second time and what needs to be done to rectify the situation. Also, a fine of \$10 to be collected along with the monthly assessment and subject to interest if not paid.
3. 3rd violation - A letter indicating that they are in violation for a third time and what needs to be done to rectify the situation. Also, a fine of \$25 to be collected along with the monthly assessment and subject to interest if not paid.
4. 4th and any subsequent violation - A letter indicating that they are in violation for a fourth time and what needs to be done to rectify the situation. Also, a fine of \$50 to be collected along with the monthly assessment and subject to interest if not paid.

Policy on pet waste: (04/15/2020 Board Meeting)

All owners and their guest must immediately pick up and dispose of their pet's waste when that waste has been deposited on any common area. Owners are responsible for ensuring their guests follow this policy. Dogs and all pets are to stay off of the front lawn. Designated pet area is the west side of the property. No pets are allowed on the front landscaping. Pet waste **must** be cleaned up immediately. Owners/tenants found in violation of this policy are subject to fines.

Process for assessing violation: Any owner may contact Lakewood HOA property management to report a complaint. The property manager is responsible for assessing the complaint and sending notice of violations to owners.

Policy on Parking: (6/67/2021 Board Meeting)

All vehicles, including motorcycles, must park in an orderly fashion and in designated parking spaces. Motorcycles are only allowed to park in designated parking spaces. Vehicles are not allowed to park in unmarked parking spaces, park along curbs, park in no parking zones, block other vehicles, park in main drive lanes, drive ways or fire lanes, park on sidewalks or on lawns, block the dumpsters, block or take more than one parking space. Residents are only allowed to park one vehicle in front of garage doors. Residents are not allowed to conduct repairs or restorations to any vehicle on the property. Inoperable, abandoned or vehicles under repair will be booted or towed. Residents may not park or store vehicles and/or conduct repairs to personal vehicles when parked directly in front of their personal garage doors. Vehicles must have a current license visibly displayed and readable from outside of the vehicles. Unattached trailers are not allowed on the property. Residents shall not park, store, or keep on the property any commercial type vehicle, recreational vehicle, camper, bus, trailer or equipment. Violators will be booted and/or towed at the owner's risk and expense. *(see the Parking Policy attached)*

Policy on Noise: (6/27/2019 Board Meeting)

Everyone is asked to be thoughtful of others and keep noise that can be heard outside of an individual unit to a minimum (including music and other noisy activities). Loud or unnecessary noise is prohibited between the hours of 10:00 pm and 7:00 am. Excessive noise is prohibited at all times. Violations will result in fines following the fine schedule.

Policy on Trash: (6/27/2019 Board Meeting)

Residents are responsible for disposing of all trash in the appropriate dumpster. The garbage is emptied weekly and the recycling bi-weekly. Break down boxes before putting them in the recycling dumpster. No dumping of unwanted items of any kind next to the dumpsters. No oversized items may be dumped in the dumpsters. No littering is allowed on the property at any time. Violations are subject to fines following the fine schedule.

Policy on Lakewood HOA management discretionary spending (June 2017)

Authorize HOA Manager to spend up to \$500 without direct board authorization per month for general maintenance and immediate repairs.

Definition of 'Fiscal Year' (October 2015 Board Meeting)

Fiscal year is defined as calendar year beginning in 2016.

Policy on Chimney Removal (September 2012 Member Meeting)

Chimneys and shafts may be removed on any unit. Owner must show plans to board and have a licensed contractor. If removing back wall and shaft, owners must check with city to see if any permits are required.

LAKEWOOD HOA

“PARKING POLICY”

Parking Enforcement LLC currently manages the Lakewood HOA parking areas. All vehicles, *including motorcycles*, must park in an orderly fashion and in designated parking spaces. Motorcycles are only allowed to park in designated parking spaces. Vehicles are not allowed to park in unmarked parking areas, park along curbs, park in no parking zones, block other vehicles, park in main drive lanes, drive ways or fire lanes, park on sidewalks or on lawns, block the dumpsters, block or take more than one parking space. Residents are only allowed to park one vehicle in front of garage doors. Residents are not allowed to conduct repairs or restorations to any vehicle the property. Inoperable, abandoned or vehicles under repair will be booted or towed. Residents may or park or store vehicles and/or conduct repairs to personal vehicles when parked directly in front of their personal garage doors. Vehicles must have a current license visibly displayed and readable from outside of the vehicle. Unattached trailers are not allowed on the property. Residents shall not park, store, or keep on the property any commercial type vehicle, recreational vehicle, camper, bus, trailer or equipment. Violators will be booted and/or towed at the owner’s risk and expense. If there are questions or problems contact Parking Enforcement LLC at 435-512-5003.

It is the responsibility of residents to inform their guests of the “Parking Policy”

Booting Hours: 24 Hours a Day – 7 Days a Week

****DO NOT CONTACT THE PROPERTY MANAGER****

**Property Manager does not have the authority to reduce the fees
or stop the booting & towing process.**

If someone is parked in violation of the parking rules call 435-512-5003

Booting Fee Schedule

Boot fee	\$75.00* minimum
Fee increase	\$25.00 per 24-hour period boot is on the vehicle after the first 24 hours.
Towing Fee	The fee charged by the towing company.

**Other fees may also apply (i.e., time, vandalism, and/or theft); vehicles that are towed will be required to pay whatever fee is charged by the tow driver. Fees are subject to change without notice.*

LAKWOOD HOA

543 E 200 N

24 hours a day 7 days a week

All automobiles **WILL NOT** have parking permits. **Motorcycles WILL NOT** have permits.

Booting Rules:

1. All vehicles must park in designated parking spaces.
2. Only one vehicle is allowed to park in front of a garage door.
3. Disable vehicles when parked in unmarked parking areas including; a) along curbs, b) no parking zones, c) blocking other vehicles, d) main entry drive ways, e) main driveways, f) sidewalks, g) lawns, h) blocking dumpsters.
4. Disable vehicles when blatantly taking more than one parking space.
- 5. Disable any vehicle with license plates expired more than 14 days except those parked in front of garage doors.**
6. Disable vehicles when parked in a fire lane.
7. Disable any trailer not attached to a vehicle.
8. Disable any vehicle under repair or non-operational that is NOT parked in front of a garage door.
9. Notify manager of any vehicle that has not moved in 10 days.
10. Disable and remove all abandoned vehicles when approved by property manager.
11. Disable any commercial type vehicle, recreational vehicle, camper, bus, trailer or equipment.

MOTORCYCLES

1. DISABLE motorcycles when parked anywhere other than a designated parking space.

DO NOT Disable cars;

1. That are marked maintenance vehicles.
2. Tenants that are obviously moving in or out.

GUEST PARKING

Guests will be allowed to park anywhere on the property. They will not need any kind of permit to park on the property.