

Royal Troon Village Inc.
Rules and Regulations

WHEREAS, policies, procedures, clarifications and additional rules are required for the Board of Directors (the “Board”) and assigns to carry out the provisions of Royal Troon Village, Inc.’s Amended and Restated Declaration of Covenants and Restrictions for Royal Troon Village, Inc., (the “Declaration”), Bylaws of Royal Troon Village, Inc. (the “Bylaws”), as each may be amended by the Board, and such other recorded covenants or agreements, upon or with respect to Royal Troon Village (“RTV”) (collectively, the “Governing Documents”);

WHEREAS, pursuant to Royal Troon Village, Inc.’s Governing Documents, the Board has the power to make and amend rules and regulations from time to time with respect RTV; and

WHEREAS, these Rules and Regulations (as may be amended by the Board), are subject to all currently existing laws, ordinances, rules, orders, regulations, codes, guidelines and other requirements of federal, state and local governmental authorities and any private association or contained in any restrictive covenants or other declarations or agreements, including the Governing Documents pertaining to RTV or the use, ownership and occupation of RTV and are in addition to the Declaration and all other Governing Documents and any conflict these Rules and Regulations and the Declaration and such other Governing Documents shall be resolved in favor of the Declaration and such other Governing Documents.

WHEREAS, any violation of these Rules and Regulations (as may be amended by the Board), by Owner and Owner’s Parties, contractor, sub-contractor, vendor or service company engaged by Owner or for whom Owner is or should be responsible (i) shall be subject to a Category I fine in accordance with the Fining Policy, (ii) an assessment in accordance the Specific Assessment policy, and (iii) reimbursement to RTV within 10 days of invoice for all reasonable costs and expenses incurred by RTV arising from the occurrence.

BE IT HEREBY RESOLVED by the Board the following Rules and Regulations are adopted:

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Rule 1. Alligator Removal Rule

Owners are not permitted to feed or tease alligators within the confines of RTV. The process for alligator removal is outlined as follows:

- (i) Generally, an alligator may be considered a nuisance if it's at least 4 feet in length and believed to pose a threat to people, pets or property. If you're concerned about an alligator, call the Nuisance Alligator Hotline at 866-FWC-GATOR (**866-392-4286**). Also Visit myfwc.com for information on Florida Alligators. Owner must state that they live in a gated community.
- (ii) A reference number will then be issued to the Owner.
- (iii) Owner shall then call the Manager (813) 855-4860 x 316 and provide the reference number issued by Florida Fish and Wildlife. Since the State has issued a reference number and qualified the subject alligator for removal, the Manager will provide authorization to the Commission and arrange access for the trapper. The trapper will not be provided access without RTV authorization.

Rule 2. Bicycle Rule

RTV adopts Florida Law (Section 316.2065, Florida Statutes) for bicycle and E-bike (collectively, "Bicycle") use within RTV and the following additional rules:

- (i) Parents/Guardians must not allow their child to violate any provision of this section.
- (ii) A Bicycle must be ridden with both wheels on the ground.
- (iii) Bicyclists must obey all traffic controls and signals.
- (iv) Bicyclists must use a fixed, regular seat for riding.
- (v) A Bicycle may not be used to carry more persons at one time than the number for which it is designed or equipped.
- (vi) Bicyclists and passengers (if permitted) under the age of 16 MUST wear a helmet.
- (vii) At least one hand must be kept on the handlebars while riding.
- (viii) A bicyclist must not wear a headset, headphone or any listening device other than a hearing aid while riding.
- (ix) Every Bicycle must be equipped with a brake or brakes which allow the rider to stop within 25 feet from a speed of 10 miles per hour on dry, level, clean pavement.
- (x) When riding on sidewalks or in crosswalks, a bicyclist has the same rights and duties as a pedestrian.
- (xi) A bicyclist riding on sidewalks or in crosswalks must yield the right-of-way to pedestrians and must give an audible signal before passing in either direction.
- (xii) A Bicycle operated between sunset and sunrise must be equipped with a lamp on the front exhibiting a white light visible from 500 feet to the front and both

a red reflector and a lamp on the rear exhibiting a red light visible from 600 feet to the rear.

- (xiii) Riding in single file is required except on bicycle paths or parts of roadways set aside for the exclusive use of Bicycles.
- (xiv) Civil penalties may be issued for violations of bicycle laws as well as for moving and non-moving violations, if applicable.
- (xv) A bicyclist may not allow a passenger to remain in a child seat or carrier when the bicyclist is not in immediate control of the Bicycle.
- (xvi) A bicyclist who is not traveling at the same speed of other traffic must ride as close as practicable to the right-hand curb or edge of the roadway.
- (xvii) A bicyclist operating on a one-way street with two or more traffic lanes may ride as close to the left-hand edge of the roadway as practicable.
- (xviii) A Bicycle must be parked in a closed garage concealed from public view.

Rule 3. Political Campaign Sign Rule

Only one (1) party-issued campaign sign is permitted for each Residence and only 14 days prior to an Election Day and on an Election Day. The sign shall not exceed 24" x 18". The sign must be displayed in the Owner's front yard between the sidewalk and the Residence. The sign must be promptly removed the day after Election Day. No speakers, sounds, lights, banners, flags or any other type of campaign apparatus are permitted.

Rule 4. Contractor and Service Personnel Rule

Owners are responsible for the actions of their contractors, sub-contractors, vendors and service personnel.

THE FOLLOWING RULES APPLY TO ALL CONTRACTORS, THEIR
EMPLOYEES, SUBCONTRACTORS AND SERVICE PERSONNEL
WHILE ON THE PREMISES:

DAYS/TIMES:

MONDAY THRU FRIDAY	7:00 A.M. UNTIL 6:00 PM
SATURDAY	8:00 A.M. UNTIL 6:00 PM
SUNDAY	QUIET WORK ONLY 10 AM - 6 PM
MEMORIAL, INDEPENDENCE and LABOR DAY	QUIET WORK ONLY 10AM – 5 PM
THANKSGIVING, CHRISTMAS and NEW YEAR'S DAY	NO WORK PERMITTED

Exception: Emergency service contractors for HVAC, utilities, plumbing and security/safety or to prevent injury or damage to property are permitted to perform any necessary work at any time on any day.

- (I) ALL WORK WITHIN OR ABOUT THE RESIDENCES MUST BE PERFORMED BY A LICENSED AND INSURED CONTRACTOR, SUB-CONTRACTOR, VENDOR OR SERVICE COMPANY HAVING ALL NECESSARY PERMITS TO PERFORM THE WORK. IF ANY WORK PERTAINS TO THE EXTERIOR OF A RESIDENCE OTHER THAN HVAC, UTILITIES OR SCREEN REPLACEMENT, A CERTIFICATE OF INSURANCE FROM THE CONTRACTOR, SUB-CONTRACTOR, VENDOR OR SERVICE COMPANY MUST BE PROVIDED TO THE MANAGER AT LEAST 24 HOURS PRIOR TO WORK COMMENCING WITH ROYAL TROON VILLAGE, INC. AND MANAGER INCLUDED AS ADDITIONAL INSURED, AS PRIMARY AND NON-CONTRIBUTARY WITH WAIVER OF SUBROGATION, AND WITH SUCH OTHER TERMS, PROVISIONS AND ENDORSEMENTS AS ARE REASONABLY REQUIRED BY RTV. ABSOLUTELY NO WORK SHALL BE PERMITTED TO THE ROOF, OTHER EXTERIOR PORTIONS OF THE BUILDINGS OR OTHER UTILITIES AND SYSTEMS FOR WHICH RTV IS RESPONSIBLE AND ANY WORK IN VIOLATION OF THE FOREGOING THAT VOIDS OR COMPROMISES A WARRANTY SHALL AUTOMATICALLY CAUSE THE OWNER RESPONSIBLE TO BE LIABLE FOR THE BALANCE OF THE THEN EXISTING WARRANTY.
- (II) OWNER IS RESPONSIBLE TO CAUSE ITS' CONTRACTOR, SUB-CONTRACTOR, VENDOR OR SERVICE COMPANY TO USE ONLY THE UTILITIES SERVING THE SPECIFIC RESIDENCE FOR WHICH THE WORK PERTAINS.
- (III) OWNER IS RESPONSIBLE FOR ANY DAMAGE CAUSED BY ITS' CONTRACTOR, SUB-CONTRACTOR, VENDOR OR SERVICE COMPANY TO STREETS, CURBS, STREET LIGHTS, SIGNAGE, ENTRY WALLS, RIGHT-OF-WAYS, LANDSCAPING, PONDS AND ANY OTHER COMMON AREA ELEMENTS WHICH DAMAGE WILL BE REPAIRED BY RTV.
- (IV) OWNER IS RESPONSIBLE TO CAUSE ITS' CONTRACTOR, SUB-CONTRACTOR, VENDOR OR SERVICE COMPANY TO FOLLOW ALL TRAFFIC SAFETY AND PARKING RULES TO BE OBEYED. THE SPEED FOR ALL VEHICLES IN RTV IS 15 MILES PER HOUR.
- (V) OWNER IS RESPONSIBLE TO CAUSE ITS' CONTRACTOR, SUB-CONTRACTOR, VENDOR OR SERVICE COMPANY TO CLEANUP ANY SPILLED MATERIALS OR DEBRIS.

- (VI) NO ANIMALS ARE ALLOWED ON JOBSITES.
- (VII) NO RADIOS OR OTHER AUDIO DEVICES SHOULD BE PLAYED OUTSIDE OF THE RESIDENCE.
- (VIII) CONTRACTOR, SUB-CONTRACTOR, VENDOR OR SERVICE COMPANY MAY NOT DISPLAY ADVERTISING SIGNAGE ANYWHERE AT RTV.

Rule 5. Damage(s) to Common Areas

Any damage to the Common Areas caused by the acts or omissions of Owner and Owner's Parties, contractor, sub-contractor, vendor or service company shall be repaired by RTV.

Rule 6. Drone Rule

In accordance with Florida Statute 934.50, drones which are equipped with an imaging device to record images are not permitted at any time to fly over, photograph or video any image of RTV except only for real estate listing purposes or roof inspection purposes for a period of less than 30 minutes for such purposes.

For the purposes of this section a drone means a powered aerial vehicle that does not carry human operators; uses aerodynamics force to provide vehicle lift and can fly autonomously or be piloted remotely.

Rule 7. Dumping Rule

No Owner, person, contractor, sub-contractor, vendor or service company shall leave any object, dump any debris or release any substance anywhere within or about RTV.

Rule 8. Fireworks/Firecracker Rule

No fireworks, firecrackers or any other articles containing any combustible, explosive or flammable compound prepared for any purpose including for the purpose of producing a visible or an audible effect by combustion, explosion, deflagration, or detonation or otherwise, kerosene, gasoline, or inflammable or combustible or explosive fluid or material or chemical substance are permitted at any time in RTV, unless expressly allowed by Florida Statute.

Rule 9. Garage and Estate Sale Rule

RTV does not permit any garage sales except pursuant to and during the Eagles community wide advertised annual Garage Sale customarily held annually in February, March, April or May. An Owner is authorized to have an Estate Sale on the following conditions:

- (i) Any estate sale must be conducted only by a Florida certified and insured professional estate liquidator.
- (ii) All items for sale must be displayed and/or shown only within the confines of the Residence - no items can be visible from the outside of the Residence.
- (iii) Any estate sale must be limited to no more than two (2) consecutive days of active sale and such days are specifically limited to Friday and Saturday.
- (iv) Estate sales may only take place between the hours of 8:00 a.m. and 4:00 p.m.
- (v) No signage is permitted within RTV except one sign only is permitted at the Residence and the display of same shall be limited to the permitted hours of the scheduled estate sale each day. The sign shall not exceed 24" x 18". The sign must be displayed in the Owner's front yard between the sidewalk and the Residence. The sign must be promptly removed after the sale. No speakers, sounds, lights, banners, flags or any other type of apparatus are permitted.
- (vi) Management must be notified of the dates and times of the scheduled estate sale at least 7 weekdays in advance of the commencement of the sale.

Rule 10. Maintenance Requests

All maintenance requests for work that is the responsibility of RTV must be submitted on a Royal Troon Maintenance Request Form. Blank forms are available at Leigh@PGCF.com and the front gate. Completed forms may be emailed or mailed to the Manager or left at the front gate.

Rule 11. Noise Disturbance Rule

The following Hillsborough County Ordinances apply to RTV:

Hillsborough County Ordinance 36-434 provides: "No person shall make, continue, or knowingly permit to be made or continued any noise disturbance".

Hillsborough County Ordinance 36-430 provides: "*Noise disturbance* means any sound which: (1) Injures or endangers human or animal health or property; (2) Is unreasonably loud, raucous, jarring, disturbing or a nuisance to a reasonable person of ordinary sensibility; or (3) Disturbs the peace, quiet and comfort of the neighborhood and the vicinity thereof. *Person* means any individual, firm, association, partnership, joint venture, or corporation. *Sound* means an oscillation or alteration in pressure, stress, particle displacement, particle velocity or other physical parameter, in an elastic medium; or an auditory sensation evoked by the oscillations or alterations described in this definition. The description of sound may include any characteristic of that sound, including duration, intensity and frequency."

Any "noise disturbance", as defined above, that negatively impacts the peace, quiet, enjoyment or comfort of neighboring Owners and Owner Parties while within their Residence, including their lanai, at any time of the day or night shall be deemed a violation of this Rule.

Rule 12. Animal Rules

Animal waste not removed immediately after defecation shall subject the Owner to a fine in accordance with the Fining Policy and an assessment in accordance the Specific Assessment policy which shall include all costs and expenses arising from the occurrence. Subject to Federal and State of Florida laws, cats, pet dogs, and other usual and common household animals (but no more than a total of two (2) per Residence, each of which must be under twenty (20) pounds), may be kept at a Residence, provided, however, that they are not raised, bred, boarded, kept, visiting or maintained for any commercial purposes. No venomous, constricting or captive wild animals such as, for example and without limitation, monkeys, lions, leopards, pythons, boa constrictors, rattle snakes, coral snakes, etc., or other animals that are considered by the Board to be a public health or safety concern, in its sole and absolute discretion, shall be permitted. If any animals shall endanger or threaten the health or safety of persons or animals, make objectionable noise, constitute a nuisance or inconvenience to other Owners, as determined by the Board, in its sole discretion, such animals shall be removed by the Owner or, if the Owner fails to comply with written notice and a reasonable opportunity to do so, may be removed by the Board. Dogs, cats and other permitted animals shall not be permitted to run free and shall at all times while outside the structure of a Residence or enclosed yard or while inside an open garage, entryway, vehicle or other structure, be confined to a leash (extended not more than ten (10) feet) held by a capable person. Dogs and cats shall be walked to, from and only within those areas as may be designated by the Master Association or the Board. No animals may be housed, kept or maintained either temporarily or permanently in any enclosed yard, entryway, patio, screened lanai or other similar place. The Board may at any time request copies of any animal related records from any pet owner or directly from any pet owner's veterinarian. No fence, including an "invisible fence", "in-ground fence", "wireless fence" or other animal restraint system, wall or hedge shall be permitted on any Residence.

Rule 13. Pest Control Rule

RTV engages the services of a pest control company. Contact Management for all inside service requirements (ants, roaches, silver moth, etc.) to see what services can be provided pursuant to the pest control contract.

Rule 14. PODS/Dumpsters, Other Large Containers (or similar) Rule

PODS/dumpsters/other large containers or similar storage/moving units shall only be permitted temporarily on driveways that can accommodate same and special permission must be requested in advance for any period exceeding the 5 days. No such units shall be permitted on the streets of RTV or on the continuation of any sidewalk running through any driveway (or if the sidewalk is not separate from the driveway slab, on an imaginary line as if the sidewalk continued through the driveway). All driveway concrete surfaces must at all times have plywood protection under any container and plywood protection must be used upon delivery and pick-up to protect any exposed driveway concrete/sidewalks/apron.

Rule 15. Portable Items Stored in Public View/Common Area Rule

No portable item(s), defined as any item that is permitted and not permanently attached and not readily moveable, shall be placed or stored either temporarily or permanently, within a viewable area exterior to the Residence after use (including hoses, cable, gas grills, furniture, fire pits, water softeners, etc.), except for:

- (i) 2-yard ornaments in accordance with the ARC Manual;
- (ii) Items as approved by the ARC Committee;
- (iii) Accent or solar lighting within landscaped beds which shall illuminate color white only that are approved by the ARC Committee;
- (iv) Garbage and recycle bins placed curbside on collection days;
- (v) Front door wreaths during the Thanksgiving/Christmas holiday period (1 permitted per Residence); and
- (vi) One hose caddy.

For purposes of this rule, the term “viewable area” shall mean in front of and behind each Residence’s exterior. For end units, the exposed side shall apply. The viewable yard area includes the driveway. This Rule shall not apply to the extent it conflicts with any Florida Statutes in effect as of the date of these Rules. Golf carts and similar vehicles are not permitted to be parked outside between the hours of midnight to 6:00 a.m.

Rule 16. Realtor and Open House Signage Rules

“Open House” directional signage is permitted for the duration of the Open House only, provided, however, only one sign is permitted at each intersection leading to the open house and in front of the open house. Only one (1) typical “For Sale” sign (approximately 24”x18” either on a metal frame or 4x4 post) is permitted for each Residence, and it may only be displayed in the center of the front yard. No signage is permitted between the sidewalk and the road. No “For Lease” signage is permitted in RTV. The “For Sale” sign shall be removed on the day after the closing or settlement of the sale.

Rule 17. Recording Device Use at RTV Meetings

Subject to Federal and State of Florida law, only members of RTV may obtain permission to video or audio record a posted meeting of RTV. To record a meeting, the owner must comply with the following:

- (i) Notify the Manager that he or she will be video recording the meeting at least 24 hours prior to any meeting;
- (ii) Video or audio equipment setup must be assembled at least 15 minutes before the meeting and recording device must remain in one position for as long as the video or audio is operated. Small handheld devices may be used only under the same conditions;
- (iii) No person may move about the meeting room to facilitate the recording;
- (iv) No equipment shall produce distracting sound or light emissions; and

- (v) The entire meeting must be recorded.

Any Owner who received written permission to record a meeting does so based upon the understanding and condition that they must make an unedited copy of their entire audio or video recording available upon five (5) days of RTV written request, without charge or fee, for up to 30 days after the meeting. No part of the meeting recording may be shared publicly (ex. livestreaming or uploading to social media) of audio or video recordings of the meetings.

Rule 18. Renter and Buyer Rules

In accordance with the Declaration, there is an approval process for all buyers and renters.

Buyers: The Board has engaged Tenant Evaluations to perform the screening process for all new buyers. Prospective buyers should contact Management for the buyer approval process.

Renters: The Board has engaged Tenant Evaluations to perform the screening process for all new tenants. Owners wishing to rent their Residence should contact Management to commence the rental approval process; each rental must be for a term of 12 months or longer. Owners are responsible for the actions of their tenants and occupants. Only 7 Residences are permitted to be rented at any one time with the exception of the military deployment provision below. RTV shall maintain a Rental Wait List as follows:

- (i) All Residences which are approved for rental shall retain rental status until such time as all the Owners change by any form of deed recorded in the official records of Hillsborough County or the Residence is vacant for more than 90 consecutive days;
- (ii) Once the available 7 rental Residences have been determined, RTV shall maintain a Wait List on a first-come, first-served basis;
- (iii) All requests to be listed on the Wait List must be in writing to RTV;
- (iv) At such time a slot eligible for rental becomes available, the Residence shall be offered to the Owner who is recorded as #1 on the Wait List;
- (v) The Owner who is offered the slot must submit a copy of the executed lease to RTV and obtain approval of the tenant within 90 days of the date the Owner was notified of the right to rent the Residence;
- (vi) If the subject Owner is not able to comply with the rental requirements as set forth in this Rule, the subject Owner will be deemed to have waived the right to rent and the next Owner on the Wait List will be notified;
- (vii) If the Owner who waived the right to rent wishes to remain on the Wait List, then such Owner will be placed at the bottom of the Wait List; and
- (viii) The Owner is required to provide Management upon execution within five (5) days of the lease and any amendment.

A vacancy due to a military deployment shall be deemed #1 on the Wait List. Satisfactory proof of the military deployment is required.

Rule 19. Roadway and Other Use Rules

At no time shall any Owner:

- (i) Place any object adjacent to their Residence at the street that can cause traffic to be blocked or have to enter the on-coming lane to divert around it, including landscape materials, construction materials, deliveries of items, motor vehicles or machinery of any type, debris of any type or any other item;
- (ii) Permit chemicals of any manner or debris of any kind to enter the privately maintained storm drain systems which are connected to the ponds within RTV;
- (iii) Permit basketball hoops, skateboard ramps, portable hockey goals or similar gaming equipment to be placed on or about the roadways within RTV; or
- (iv) Install any garage screens, plastic screens or similar garage enclosures or barriers except for temporary use not to exceed any 3 days in any 3-month period.

Rule 20. No Soliciting Rule

Royal Troon is a “No Soliciting” community and no solicitation by any entity is permitted.

Rule 21. Speed Limit Rule

The speed limit in RTV is 15 MPH.

Rule 22. Stop Sign and Other Traffic Rules

“Traffic Rule” means any and all traffic rules and regulations adopted by RTV, as the same may be amended, modified, or supplemented from time to time, and any and all applicable traffic laws, ordinances, rules, regulations, and orders that may be imposed or enacted by any local, municipal, county, state, or federal agency, department, or other public or governmental body or unit, such as those rules and regulations promulgated by the Florida legislature under Chapter 316, Florida Statutes. A violation of a Traffic Rule shall include (note that “Speeding,” which is also a violation of a Traffic Rule, is separately addressed): the failure of a motorist to bring his or her vehicle to a complete stop at all posted stop signs or otherwise not comply with an applicable governmental traffic law, ordinances, rule, regulation, statute or order

Rule 23. Parking, Towing Rule

- (i) An Owner and Owner’s Party may park his or her personal motor vehicle (as defined by Section 322.01(29), Florida Statutes), including a pickup truck, in the Owner’s driveway, but such motor vehicle may not protrude into any roadways and must bear a current state registration decal. Any official insignia or visible designation will not be considered in determining if a vehicle is a commercial motor vehicle;

- (ii) A commercial motor vehicle (as defined in Section 320.01(25), Florida Statutes), is permitted in RTV only while in the process of actively delivering goods or furnishing services;
- (iii) No motor vehicle may be parked on any street overnight (from midnight to 6:00 a.m.);
- (iv) A motor vehicle owner or driver violating the applicable RTV Rules and Regulations shall be given a first written warning notice placed either on the motor vehicle windshield or delivered by any method with proof of delivery to the Owner of the Residence for which the subject motor vehicle is associated. Any subsequent street parking in violation of the foregoing by the same motor vehicle shall be deemed to be a repeated offense and shall not require an additional warning; and
- (v) In addition to the foregoing, in connection with any repeated offense, the Board, in its sole and absolute discretion, may order a vehicle towed, without warning, at the expense of the vehicle's owner if parked in violation of these Parking, Towing Rules. RTV will use the towing company as posted at both the Main Nine Eagles and Patterson Road entrances of The Eagles. RTV shall not be liable or responsible for any damage to the subject motor vehicle or any loss, damage or otherwise, related to the towing.

Rule 24. Vehicle Rule

- (i) RTV hereby adopts the application of the laws of the State of Florida and ordinances of Hillsborough County regarding the operation of motor vehicles on all of its streets, other Common Areas and Residences.
- (ii) Inoperable motor vehicles may only remain in RTV streets or driveways for a period of 24 hours. No motor vehicle maintenance or repairs (other than washing and cleaning) shall be made on RTV streets or driveways.
- (iii) Motor vehicles must always be parked in a manner to allow pedestrian passage through the sidewalk including the portion that crosses the driveway (or if the sidewalk is not separate from the driveway slab, on an imaginary line as if the sidewalk continued through the driveway) and must be operated in compliance with all laws, provided, however, Residents at 16141, 16143, 16145 Craigend Place, where the driveway and sidewalk are short, the vehicle must be parked in a manner as to provide as much space as reasonably possible for pedestrians to pass without stepping into the street. The operator must have a valid driver learner's permit (accompanied by a licensed driver at least 21 years old in the front passenger seat) or driver's license in their immediate possession.
- (iv) E-Bikes and other similar conveyances are only permitted for ingress and egress from off site of RTV.
- (v) Golf carts (as defined by Section 320.01(22)) operating on the streets of RTV must be operated in compliance with all laws and those under 18 years of age must have a valid learner's permit or driver's license, while those 18 and older must have a valid government-issued photo ID.
- (vi) A low-speed vehicle (as defined by Section 320.01(41)) operating on the streets of RTV must be operated in compliance with all laws and the operator must have a valid driver learner's permit (accompanied by a licensed driver at least 21 years old in the front passenger seat) or driver's license in their immediate possession.

These Rules and Regulations shall be adopted at a meeting of the Directors, by a majority vote, and shall be effective 10 days after receipt by each Owner on record at the time of distribution. These Rules and Regulations may be amended from time to time at any Board meeting by a majority vote. In no event shall any Rule be inconsistent with any provision of the Amended and Restated Declaration the By-Laws, Articles of Incorporation, ARC Manual, federal, state or county rule, regulation or law to the extent applicable, and shall be interpreted in such a manner as to, in all applicable events, be consistent therewith.

ROYAL TROON VILLAGE INC.'S POLICIES AND PROCEDURES

The following are the adopted Policies and Procedures of RTV:

1. Architectural Review Guidelines Manual
2. Assessment Collection Policy
3. RTV Communication Policy
4. Fining and Enforcement Process Policy
5. Record Inspection Policy
6. Meeting Policy: Notice and Conduct

Policy 1. Architectural Review Guidelines Manual

(i) The ARC (Architectural Review Committee) and Board has adopted a separate document named the “Architectural Review Guidelines Manual” which defines modifications to exterior elements of Residences and lots, which shall be subject to change from time to time and such changes shall be effective 10 days after notice to Owners of record by mailing/emailing or newsletter.

(ii) ARC APPROVAL FORMS - Zero Tolerance Regulation.

The ARC uses various approval forms to manage and administer its responsibilities to RTV. The ARC forms (as applicable) are to be completed and signed by Owners and submitted to ARC for approval prior to work being performed. The forms specify various obligations and requirements that an Owner must agree to as part of the proposed work, repair, etc. The requirements and conditions for approval set forth in the ARC applications are part of these Rules and Regulations and are enforceable as if they were included herein. A complete listing of the ARC approval forms may be found in the RTV’s Applications, Forms.

Policy 2. Assessment Collection Policy

1. Notice of assessments and other amounts due shall be given to each Owner as required by law stating the amount of the assessment and any other amounts due and the due date;
2. Assessments and other amounts due are considered delinquent on the fifteenth (15th) day after the due date;
3. After the (15th) day, the Owner shall be responsible to RTV for an administrative late fee equal to 5% of any delinquent payment due plus any delinquent payment, including such charge, shall bear interest at the rate equal to the lesser of (i) 1½% per month, or (ii) the maximum amount of interest allowed under applicable law;
4. The Association shall send a Notice of Late Assessment to the Association prior to sending a delinquency to the attorney.
5. Unpaid amounts due to RTV shall be referred to RTV’s attorney after the Notice of Late Assessment and all further procedures will follow the requirements of Florida Statutes;

6. Once an Owner is referred to RTV's collection attorney, Owner shall pay all amounts owed directly to RTV's attorney and all contact regarding the delinquency shall be with RTV's attorney only;
7. Payments shall only be deemed paid in full when RTV's attorney instructs RTV to remove from attorney status;
8. The Board will not waive any attorneys' fees and costs incurred for delinquent assessments and other amounts due; and
9. The writer of any dishonored payment will be charged the maximum permissible amount in accordance with Florida Statutes.

Policy 3. RTV Communication Policy

Any notice, consent or other communication under these Rules and Regulations shall be in writing and addressed to RTV or the Owner at their respective addresses specified as follows:

RTV: Unless designated otherwise:

c/o The Board, Royal Troon Village, Inc.

Leigh Slement

THE PROPERTY GROUP OF CENTRAL FLORIDA INC.

2753 State Road 580, Suite 202, Clearwater, FL 33761

727-771-7753 ext 316 or 813-855-4860 ext 316; Fax: (727) 238-8801

Email: leigh@pgcf.com

Owner:

Owner's RTV residence mailing address, with a copy to one (1) additional address if the Owner does not permanently reside at RTV and notifies Manager of such additional residence address. Each notice or other communication shall be deemed given if sent by prepaid overnight delivery service or by certified mail, return receipt requested, postage prepaid or in any other manner, with delivery in any case evidenced by a receipt or acknowledgement by the Owner, and shall be deemed to have been given on the day of actual delivery to the intended recipient or on the day delivery is refused. The giving of notice by RTV's or Owner's attorneys, representatives and agents under this Policy 3 shall be deemed to be the acts of RTV or the Owner, as applicable.

Policy 4. Fining and Enforcement Process Rule

Policy 4. (a) Fining Procedure

- (i) The Board shall appoint a Fining Committee of at least three (3) Owners who are not officers, directors, or employees of RTV, or the spouse, parent, child, brother, or sister of an officer, director or employee.
- (ii) The Board, Fining Committee or the Manager shall determine whether there is probable cause to assert that an Owner or other person is violating or has violated any of the provisions of the Governing Documents and conclude the name(s) of the Owner(s) ultimately responsible for such violation (in this Policy 4, hereinafter referred to as the "Owner").

- (iii) A first “warning” notice to the Owner may be given (a) with sufficient detail as to what violation allegedly occurred, (b) the amount of the fine for each day of violation, (c) document reference where the violated provision is to be found, and (d) a time period to cure the violation, which time to cure is subject to extension proven by the Owner for causes beyond the reasonable control of the Owner but not to extend in excess of a total of 30 consecutive days.
- (iv) After a first “warning” is issued and, subject to extension as set forth above, if the cure period has expired without a cure, the Board or the Fining Committee shall determine in accordance with the violation which of the following options shall follow in the fining process (the “Fining Process”): (a) a final notice to correct the violation at the Owner’s expense with a cure period of at least 14 days or less, (b) proceed with fining, or (c) or referral to RTV’s attorney for further action consistent with the Governing Documents and Florida law. These are not exclusive remedies and the Association may alter the procedure used when the need arises as determined by the Association.
- (v) If such noncompliance is of a nature that the Owner should not be given an opportunity to cure it or if the noncompliance constitutes a subsequent or continuing noncompliance within 12 months of a written warning by the Board or the Fining Committee of a similar violation, no notices and cure periods are required and the Board or Fining Committee may institute the Fining Process upon further notice to the Owner. Examples of noncompliance which are of a nature that the Owner should not be given an opportunity to cure includes destruction, damage, or misuse of the Common Areas or other Owner’s property by intentional act or a subsequent or continued unreasonable disturbance.
- (vi) For the fining process to culminate in a fine, the Board must approve the fine in accordance with Florida Statutes at a duly noticed meeting and minutes must document process.
- (vii) A written fining notice (“Fine Hearing Notice”) shall be given to the Owner to provide an opportunity to contest the fine approved by the Board and present evidence substantiating the contest to the Fine Committee. The Fine Hearing Notice shall be given at least fourteen (14) days prior to the hearing, and shall state the date, time and place of the hearing. If the Owner has a valid reason as reasonably determined by the Board or the Fining Committee for being unable to attend the hearing and notifies RTV at least five (5) days in advance stating the reason for the need to reschedule, RTV shall make reasonable accommodations for the Owner to be heard at a rescheduled hearing. The Fine Hearing Notice shall also state the amount of the fine, the authority of the Board or the Fining Committee to levy the fine, and such other information as the Board or the Fining Committee includes.
- (viii) Fine hearings are held on a first-come first-serve basis.
- (ix) Owners are provided a single opportunity for a hearing to defend against the fine. If the Owner ultimately responsible for the violation is to be represented by an attorney, the Owner must notify RTV at least ten (10) days prior to the scheduled fine hearing.

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- (x) A final notice shall be given to the Owner detailing the ruling on the fine and if imposed, the amount of the fine, the restriction or rule that was violated and the deadline to pay (the fine may not be due sooner than thirty (30) days after being imposed).
- (xi) Fines in RTV are limited to \$100.00 each day for each violation and the total fines for a continuing violation may not exceed \$1,000.00. Fines of \$1,000.00 or greater may be secured by a lien on the Residence of the Owner who is ultimately responsible for the fine if the Governing Documents specifically allow for a higher amount. RTV may also suspend RTV's voting rights if a fine is unpaid for more than ninety (90) days. Legal action may also be taken to collect delinquent fines.
- (xii) If an Owner's violation persists after the allowable fines are determined, the Board or the Fining Committee may refer the matter to RTV's attorney for further legal action without further notice or hearing. In the event of a continued violation, the Board may also institute additional fines for the violation upon another notice and opportunity for hearing.
- (xiii) All fines assessed to the property in violation are payable within 30 days of notice of levy.
- (xiv) Fines may be rescinded by notice to the Owner but only if the Owner notifies the Board or Fining Committee of such cure prior to the Fine Hearing date set forth on the Fine Hearing Notice so as to give the Board or Fining Committee an opportunity to confirm that the violation was cured.

Policy 4. (b) Enforcement

After a "warning" is issued and compliance is not established, the Board or the Manager shall determine, depending on the nature of the violation, one or more of the following actions to obtain compliance:

1. The fining process in accordance with Policy 4. (a);
2. To enter the fee simple owned exterior portions of the Owner's property (including any RTV utility easements) after issuing a 10-day letter of intent to do so, and correct the violation and assess the property Owner for the expenses incurred plus a 15% handling charge; and
3. Hand the matter to RTVs' attorney to resolve as the attorney recommends and additionally and accordingly to recover all legal expenses incurred by RTV.

All expenses as a result of correcting conditions on a property deemed in violation as outlined in subsection 2 above as well as expenses incurred by RTV to repair damages caused by an Owner or Owner's Party are subject to a 15% handling charge and the total sum assessed is considered a Parcel Special Assessment. Parcel Special Assessments are due 30 days from notice of levy and are collectable in accordance with the Collections Policy.

Policy 5. Record Inspection Policy

Subject to laws, the Board adopts a records inspection policy that honors the Management's policy on same.

Policy 6. Meeting Conduct and Meeting Notice Policy

Board of Director Meetings are posted at the notice board at the mailbox center not less than 48 hours prior to the scheduled meetings. No Owner may participate or speak at such a meeting until invited to do so until recognized by the meeting chair (owner comments are typically at the end of the meeting). Owners who speak shall do so politely, abide by normal rule of order and speak within the time limits set by the Board – 3 minutes per person. The Board has the right to suspend input from the audience at any time they deem it is appropriate. Roberts Rules of Order shall be used as a guide but shall not be binding on the Board as to the conduct of meetings.

Membership Meeting Notices are sent in accordance with the By-Laws.

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The Rules and Regulations and Policies adopted by the Board at the duly noticed Meeting held shall be enforceable 10 days after delivery of same via email or publication in the Newsletter. Additions and Revisions may be adopted by the Board from time to time.

Signature of the Secretary:

____*Laurel DiVirgilio*_____

Printed Name: _Laurel DiVirgilio_____

Date Signed: ____08/13/2025_____

APPENDIX “A”
DEFINED TERMS AND ADDITIONAL IMPORTANT PROVISIONS

(Revised July 2, 2025)

“Common Areas”, “Residents” and “Owners” (when applicable, “Owner’s Party” or “Owner’s Parties”) and all other capitalized and defined terms shall have the same meaning as ascribed in the Declaration.

“Management” and “Manager” shall refer to RTV manager engaged by RTV.

The word “including” followed by any specific item(s) is deemed to refer to examples rather than to be words of limitation.

The singular or plural of a capitalized defined term shall include both the singular and plural.

If any provisions of these Rules and Regulations shall be declared unenforceable in any respect, such unenforceability shall not affect any other provisions of these Rules and Regulations, and each such provision shall be deemed to be modified, if possible, in such a manner as to render it enforceable and to preserve to the extent possible the intent of the Board as set forth herein.

These Rules and Regulations shall not be more strictly construed, nor any ambiguities in these Rules and Regulations resolved, against RTV or its Owners.

APPENDIX “B” FINING SCHEDULE

(Revised July 2, 2025)

Objective: Encourage Owners to recognize and support the goal of a safe, attractive, and harmonious community that will preserve and enhance the value of the homes and prevent and discourage unsightly nuisance situations and unreasonable behavior. To accomplish these objectives, violations of the rules in the current editions of the Governing Documents, including this Rules and Regulations document may subject Owners to a fine by the Board as authorized by Florida Statute 720.305 which provides RTV’s Board the authority to levy fines. The amount and administration of the fine depends on Categories of the violation which are listed below.

Category I. Category I violations typically receive a courtesy notice allowing a 30-day correction period. These violations are subject to a \$100 fine per occurrence or day if not corrected during the courtesy warning period.

Daily Accrual. Pursuant to FS 720.305, the Board or Fining Committee may levy a fine for each day of a continuing violation, with a single notice, up to a maximum of \$1,000.

Administration. Rule violations shall be administered by the Manager and Management Company. Board Members, Committee Members, and homeowners may report violations to the Manager.

If a Category I violation is corrected within the correction period, the violation will be closed out by the Manager. The Manager will follow up on any uncured violations after the correction period and advise the Board of Directors on additional measures required.