

BRIEF OVERVIEW OF BY-LAWS AND COMMUNITY INFORMATION

Redgate Farms Community Association (RFCA) is governed by legally binding by-laws and covenants. As owners/ tenants of the community, it is your responsibility to comply with the by-laws. To help make you aware of the by-laws, the following is a very condensed version. All of the following statements (except the italicized notes) are either paraphrased or taken directly from the by-laws or RFCA policy. In addition to the association by-laws, all community residents are reminded that city, county, and state laws pertaining to property, vehicles on public and private streets, noise, pets, trash, etc., apply.

Administrative

- Nine Directors, four of which shall be officers elected to President, Vice President, Treasurer and Secretary. Elections for Board of Directors take place during the Annual Homeowners Association meeting, which is held in November. Monthly meetings are established by the board and are open to all residents of RFCA. *NOTE: RFCA comprises 45 townhouses and 20 single-family homes. All residents are eligible for participation on the Board of Directors.*

Dues Assessments

- Maximum annual assessment for dues will not increase more than 5% per year, unless there is a vote by the membership with a two-thirds majority to increase dues in excess of 5%.
- Any assessment not paid within 30 days will be charged 6% interest per annum. Late fees may also apply. Unpaid dues may require the board to foreclose, place a lien, or explore other legal options to collect on the assessed amount. *NOTE: Dues are collected quarterly, although residents have the option of paying the annual amount in January. Dues collection is handled by Association Bookkeeping Services (RFCA's financial property manager).*

Parking (*This section applies to townhouse residents only; single-family residents generally do not park in the RFCA lots*)

- All vehicles must display valid license plates with current registration stickers. Storage of unregistered vehicles on RFCA premises is prohibited. *NOTE: Because there is a shortage of parking, residents' extra vehicles should be parked in the lower lot.*
- Vehicles risk being towed if any of the following conditions apply: (1) vehicle does not display valid license plates and current registration stickers, (2) vehicle is not in obviously drive-able condition, or (3) vehicle is improperly parked in the community. "Improperly parked" means your vehicle is either in someone else's reserved space, parked in a fire lane or other no parking area (marked with yellow on the adjacent curb), or on the grass. *NOTE: A sign will be affixed to the vehicle's windshield at least 3 days prior to towing. The property owner will be assessed the towing fee.*
- All vehicles parked on RFCA premises on a permanent basis must be owned or operated by a full-time resident of RFCA.
- No commercial trucks, buses, or other commercial vehicles, or boats, or boat trailers may be kept on the property. *NOTE: The current board has permitted commercial vehicles, subject to the provisions of RFCA's commercial vehicle policy.*
- No portion of the properties shall be used for the repair of automobiles.

Architectural Control

- Board approval must be obtained prior to commencing, erecting, or maintaining any building, fence, wall or other structure, or exterior painting. *NOTE: Residents must notify the board before beginning any exterior changes, including changes to aluminum siding.*
- Party wall is the wall between your (townhouse) unit and the next; both of the units are responsible and benefit from the maintenance of that wall. Your negligence can result in a liability for repair of any damages.

Protective Covenants and Restrictions

- "...No tree shall be removed without the approval of the Architectural Control Committee..." A tree is defined as any tree which measures a diameter of more than 4 inches at the 2-foot level above ground.
- By-laws prohibit any "noxious or offensive" activity that is a nuisance or annoyance to the community.
- No exterior TV or radio antennas are permitted in the community. *NOTE: Small, ground-mounted satellite dishes less than 36" in diameter are permitted per FCC regulations. These dishes may not be mounted on the front side of your home.*
- No dumping is permitted in the community, which includes leaves, shrubs, ashes, old wood, discards, or trash of any kind.
- Yards and common areas should be kept in a clean and orderly fashion. *NOTE: The Association has a contract for mowing of the common areas; residents are responsible for mowing their individual lawns.*
- All trash shall be kept in sanitary containers with a lid. *NOTE: Lids should be tightly fastened to deter rodents.*
- Trash cans and recycling bins shall not be visible from the street. *NOTE: The City picks up trash on Tuesday and Friday mornings. Recycling items are picked up on Friday. Heavy trash (furniture, appliances, etc.) is collected by appointment only. Call 240-314-8568 between 7:00 a.m. and 4:00 p.m. Monday-Friday to arrange pick up.*