

Property Management Professionals

HAMMOCK ISLES VILLAS

PURCHASE APPLICATION

Mail: _____ **or** _____ **Drop Off:**

Hammock Isles Villas
c/o PMP
75 Vineyards Blvd., Third Floor
Naples, FL 34119
Ph# 239-353-1992

Please submit application at least 20 days prior to settlement date

APPLICATIONS ARE NOT COMPLETE WITHOUT THE FOLLOWING

PLEASE INCLUDE THE FOLLOWING WITH YOUR APPLICATION:

- _____ COPY OF THE SIGNED SALES CONTRACT
- _____ COMPLETED AND SIGNED APPLICATION w/ signed rules & regs
- _____ \$150 PROCESSING FEE, MADE PAYABLE TO Hammock Isles Villas

Hammock Isles Villas Homeowners Association, Inc.
APPLICATION FOR APPROVAL TO PURCHASE OR LEASE

- Application to Purchase the property as described below in Hammock Isles Villas.
(A complete copy of the signed purchase agreement is attached.)
- Application to Lease the property as described below in Hammock Isles Villas for the period beginning _____, and ending _____. (A complete copy of the signed lease is attached.)

NOTE: A non-refundable application fee of **\$150.00 Payable in U.S. Funds** must be included with completed for, either sale or lease.
Make check payable to: **Hammock Isles Villas HOA, Inc.**

In order to facilitate consideration of this application, I represent that the following information is factual and correct, and agree that any falsification or misrepresentation in this application will justify its disapproval. I consent to your further inquiry concerning this application, particularly of the references given below.

Seller Name: _____
Property Address: _____

Applicant Name: _____ Soc. Sec. # _____
Driver License #: _____ State _____ Date of Birth _____
Co-Applicant Name: _____ Soc. Sec. # _____
Driver License #: _____ State _____ Date of Birth _____
Current Address: _____

Telephone Numbers: _____ Home _____ Cell _____
Email: _____

Additional Residents: _____

Business / Profession: _____

If this transaction is a **purchase**, please indicate the following if the home is being purchased with the intent to:
[] reside on a full-time basis; [] reside on a part-time basis; or [] lease the home.

The Association must be provided with a **copy of the recorded deed within ten (10) days** after settlement.

I am aware of, and agree to abide by the all Articles of Incorporation, By-laws and any and all properly promulgated rules and regulations. I acknowledge receipt of a copy of the Association rules.

I understand and agree that the Association, in the event it approves the purchase or lease, is authorized to act as the owner's agent, with full power and authority to take whatever action may be required, including eviction, to prevent violations by lessees and their guests, of provisions of the Association's by-laws, and the rules and regulations of the Association.

The prospective purchaser or lessee will be advised by the Association office within a 30-day period from the date of application, of whether this application has been approved.

AUTHORIZATION: I/We hereby authorize PM of Southwest Florida, Inc. or Hammock Isles Villas HOA, Inc. to verify all information contained on the application and conduct a full background check, including but not limited to credit, employment, income, eviction, and criminal and authorize that they contact any persons or companies listed.

Applicant: _____ Date: _____ Applicant: _____ Date: _____

APPLICATION APPROVED **DISAPPROVED**

By: _____ Date: _____ By: _____ Date: _____
Officer or Director Officer or Director

PLEASE SIGN WHERE INDICATED AND RETURN WITH SALES/LEASE APPLICATION

Parking – General

Park your vehicles out of sight in your garage. Your guest(s) should park in your driveway. Your service resources should park in your driveway not on the street. No vehicles may be parked overnight on the street. Guest vehicles parked overnight in your driveway for a period of more than one week require the approval of HIVHA and VCA. Parking on your lawn, easement area or any unpaved area is prohibited. This restriction will be strictly enforced by towing the vehicle at the Member's expense. **Initial** **Initial**

Parking – Vehicles

Abandoned or inoperable automobiles or oversized vehicles of any kind shall not be stored or parked on any portion of the Units. "Abandoned or inoperable vehicle" shall be defined as any vehicle which has not been driven under its own propulsion for a period of three (3) weeks or longer; provided however, this shall not include vehicles parked in an enclosed garage. A written notice describing "abandoned or inoperable vehicle" and requesting removal thereof must be sent to the Owner by electronic mail and also by certified or registered mail, return receipt requested, to the address of the owner which is listed in the Association records; if such vehicle has not been removed within seventy two (72) hours thereafter, the Hammock Isles Villas Homeowners' Association shall have the right to remove the same without liability to it, and the expense thereof shall be charged against the Owner. "Oversized" vehicles, for purposes of this Section, shall be vehicles which are too high to clear the entrance to a residential garage. **Initial** **Initial**

No Commercial vehicles may be parked at your property for more than four hours per day, unless that vehicle is necessary in the construction and repair of a structure, landscaping maintenance or on site for medical purposes.

For safety, security and appearance, you are required to keep your garage doors closed at all times unless you are actively using your garage. Owners are required to garage all owned vehicles; provided however, that if the Owner has been approved for more than two (2) vehicles. Owner shall be required to garage two (2) vehicles before utilizing the driveway for additional parking. **Initial** **Initial**

Animals

Your pet(s) should not be a nuisance to your neighbors. Excessive barking by a dog, a dog that frequently escapes from the unit or a cat that roams the neighborhood is considered a nuisance. Neighbors should not be disturbed by noise or action created by household pets. **Initial** **Initial**

Animals are not permitted to run loose. They must be confined to your property and walked on a hand held leash. This is a Collier County law.

You must clean up after your pet, whether on your property or in the neighborhood. Do not allow your pet to urinate on any vegetation, other than that at you unit. Any Member whose pet defecates on any Common Areas or any other Members property shall immediately clean up the pet's waste. Failure to abide by this restriction may result in a fine being levied by the Association.

Owners may keep up to two commonly accepted household pets. No horses, cows, hogs, pigs, swine, goats, chickens, pigeons or any other such animal, fowl or reptile shall be kept on any of the property. **Initial** **Initial**

Signature

Signature

Exhibit C

Hammock Isles Villas

Homeowners' Association

Community Standards and Guidelines Handbook

*Vineyards
Naples, FL*

Hammock Isles Villas Homeowners' Association

(Selected Date)

Dear Homeowner,

Enclosed is your copy of Hammock Isles Villa's Community Standards and Guidelines Handbook. This Handbook was created to summarize Hammock Isles Villas and Vineyards legal documents as well as update all homeowners on current community expectations, rules and regulations.

This Handbook is intended to ensure a safe, pleasant and attractive environment for our collective benefit.

As this package contains changing information and forms for your use, please retain in a convenient location.

This Handbook should be distributed to those who purchase your property in the future.

Cordially,

Michel Saadeh
President & CEO

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Introduction



The Board of Directors of Hammock Isles Villas Homeowners' Association (HIVHA) created this Handbook to summarize certain components of the *Declaration of Neighborhood Covenants, Conditions and Restrictions for Hammock Isles Villas (CC&Rs)* and the *Articles of Incorporation and By-Laws of Hammock Isles Villas Homeowners' Association, Inc.* All the documents listed above comprise HIVHA's Governing Documents.

This Handbook updates, summarizes and complements a wide variety of rules, regulations, covenants and guidelines regarding the use, maintenance and modification of our community, common areas, as well as your property and residence.

Overall, we intend for this Handbook to help you, the Member, to:

- ❖ Maintain a safe and pleasant environment for all Hammock Isles Villas residents to enjoy,
- ❖ Maintain a sense of community,
- ❖ Maintain consistent architectural and landscaping qualities and features and
- ❖ Keep our community competitive in the real estate market.

Please note: *The Governing Documents for Vineyards and Hammock Isles Villas contain covenants, conditions and restrictions all residents and guests must follow. Legally, these covenants are part of the deed for each home and are binding upon all homeowners and their guests regardless of whether these Members are familiar with such covenants. This handbook is provided as a summary of the Governing Documents. If any of the Governing Documents conflict with each other, whichever document is stricter shall control.*



Vineyards Community Association



Vineyards Community Association, Inc. (VCA) oversees the uniform development and maintenance plan for all Vineyards communities, including Hammock Isles Villas. Every Property Owner within Hammock Isles Villas agrees to abide by the Master Documents and CC&R's developed for the VCA and Hammock Isles Villas.

Vineyards Development Corporation manages and controls VCA until turnover.

VCA also has an advisory committee consisting of representatives from all Vineyards' communities. The President of the Board of Directors of Hammock Isles Villas Homeowners' Association represents Hammock Isles Villas on the VCA Advisory Committee.

VCA's responsibility include, but are not limited to, the planning and maintenance of the entire Vineyards community, upkeep of the common landscaping and roads outside of the communities and at the entrances gatehouse, and access control through the gatehouse for the entire development.

VCA can enter into agreements that affect all of the Vineyards communities. For instance, VCA negotiated a basic cable television package with Time Warner Cable for every property, in every community, within Vineyards.



Hammock Isles Villas Homeowners' Association



Following is an overview of the nature and function of the HIVHA.

Entity

HIVHA is a not for profit organization chartered in the State of Florida and formed to further the common interest of the property owners in Hammock Isles Villas.

Membership

Members are defined as owning a unit in Hammock Isles Villas. Every unit owner within Hammock Isles Villas is a Member of HIVHA.

Board of Directors

The Board of Directors is composed of Developer representatives until turnover. After turnover, Directors are elected by the Members at an annual meeting. The Directors in-turn elects a President, Vice President, Secretary and Treasurer.

Board of Directors' Responsibility

The Board's responsibilities and powers are delineated in the HIVHA Declaration.

Meetings - Annual Meeting

HIVHA annual meetings will be held at a predetermined date and time and notice will be provided to Members.

Property Manager

A property management company helps the Board manage day-to-day affairs of HIVHA. Corresponding with Members, collecting assessments from Members, paying vendor invoices and general accounting functions are part of the property manager's responsibilities.

The property manager is bound by a contract with the HIVHA and answers only to the Board not to individual Members.

Budget

Each year, the Board develops a budget for the calendar year which is presented to the Members at the annual meeting.

The budget includes, but is not limited to, the following items:

- ❖ HIVHA's payments to the VCA for maintenance, access control and basic cable television subscription,
- ❖ Accounting and legal fees,
- ❖ Insurance,
- ❖ Office and administration expenses,
- ❖ Ground and road reserves and
- ❖ Special projects.

The Board may revise the budget, as the year progresses, within the legal guidelines of the Governing Documents.

Maintenance Fees/Base Assessment

Each Member pays a quarterly maintenance fee. It is payable the first day of the quarter (January 1, April 1, July 1, and October 1). The quarterly maintenance fee invoiced to you covers the total annual budget, divided by four quarters, then by the number of platted units (86) in Hammock Isles Villas.

Special Assessments

The HIVHA Board has the ability to assess each Member an amount as outlined in the Governing Documents for project expenses that do not fall within the approved HIVHA annual budget.

Special assessments are payable by Members in such a manner and at such times as determined by the Board.

Committees

The Board may appoint committees to address specific concerns in the community. These committees are for information only, to be used at the Boards' discretion.

An *Architectural Review Committee* is a standing committee, dedicated to ensuring all modifications and alterations to homes, property and landscaping are made within the guidelines established for Hammock Isles Villas. Until turnover, this committee is controlled by the Developer.



Guidelines - General



Following are general guidelines for HIVHA, in alphabetical order by topic.

Air Conditioning

All units in Hammock Isles Villas were constructed with central air conditioning and heating units. Therefore, the installation of external/window air conditioners in any structure on your unit is not permitted.

Landscaping should be placed around all external central air conditioning and heating units, so that this equipment is not visible from the street, golf course or neighbors' properties.

Alterations - Unit Exterior

Please refer to the "Unit Exterior Alterations" section found later in this Handbook.

Alterations - Landscape

Please refer to the "Guidelines - Landscape Alterations" section found later in this handbook.

Animals

Your pet(s) should not be a nuisance to your neighbors. Excessive barking by a dog, a dog that frequently escapes from the unit or a cat that roams the neighborhood is considered a nuisance. Neighbors should not be disturbed by noise or actions created by household pets.

Animals are not permitted to run loose. They must be confined to your property and walked on a hand-held leash. This is a Collier County law.

You must clean up after your pet, whether on your property or in the neighborhood. Do not allow your pet to urinate on any vegetation, other than that on your unit. Any Member whose pet defecates on any Common Areas of any other Members Property shall immediately clean up the pet's waste. Failure to abide by this restriction may result in a fine being levied by the Association.

Owners may keep up to two commonly accepted household dogs, not to exceed 50 pounds each, or up to two cats. No horses, cows, hogs, pigs, swine, goat, chickens, pigeons or any other such animal, fowl or reptile shall be kept on any of the Property.

Annoying Lights, Sounds and Odors

Any light, sound or odor emitted from your unit that can be deemed obnoxious or offensive to others is not permitted. Without limiting the generality of the foregoing, no horns, whistles, bells, other sound devices or lights other than exterior speakers for music or devices used exclusively for security, fire prevention or fire control purposes shall be permitted.

Antennae and Dishes

Exterior antenna or satellite/microwave dish, aerial or other like device on your unit or unit are not permitted without approval of HIVHA and VCA.

Dishes may be no larger than 18 inches in diameter.

Approvals

Notwithstanding anything contained herein, anything not specifically allowed requires HIVHA & VCA approval. For items identified in these guidelines as needing HIVHA and VCA approval, please use the forms at the end of this Handbook. Submit completed forms to the Architectural Review Committee.

Awnings

Exterior awnings are not permitted in Hammock Isles Villas.

Banners, Flags and Flagpoles

Permanent and semi-permanent decorative banners may not be hung on your property without HIVHA and VCA approval. Temporary banners used in conjunction with holidays are not permitted, except as stated in the Decorations section found at page 8 of this booklet.

Florida law states that homeowners may display an American flag in a reasonable, respectful manner. All requests to display flags must be submitted in writing to the HIVHA and the VCA prior to doing so. The HIVHA will review the request which should include: flagpole design, materials, height and location on your property. When the American flag is displayed, it should be displayed in a dignified manner and should honor the tradition of the flag. Because of their permanent nature, in-ground flagpoles from which the American flag will be flown are not permitted in Hammock Isles Villas. Generally speaking, the location, height and color of the flagpole should be consistent with the size of your property and the scale and design qualities of your home. In addition, the flag should be presented in accordance with all County, State and Federal guidelines. Final design and location of the flag is strictly at the discretion of HIVHA & VCA.

Cable Television

VCA negotiated a bulk rate cable contract for all communities and homes within Vineyards, including Hammock Isles Villas. The negotiated rate is substantially less than that which an individual homeowner could negotiate. VCA charges HIVHA for its portion of the bulk cable contract, and in turn, the bulk cable contract expense appears in the HIVHA annual budget. Therefore, every Member is charged as a part of the quarterly maintenance fee for cable television, regardless of his or her desire to have this service.

CC&Rs - Covenants, Conditions and Restrictions

A copy of the *Covenants, Conditions and Restrictions for Hammock Isles Villas* and the *By-Laws of Hammock Isles Villas Homeowners' Association, Inc.* is delivered to all homeowners prior to closing on their unit/unit. To obtain a copy of these documents, please call and make a request to the Vineyards Development Corporation. Copies of these documents will be mailed to you for a duplication/assembly fee.

Clotheslines

Laundry or wash may not be dried on a line outside of your unit or visible to a neighbor, golfer or passerby. No clotheslines or drying racks are permitted on the exterior of the home.

Compliance

All Members are required to comply with the CC&Rs and community standards and guidelines.

If you have reasonable evidence that a Member is not complying with the CC&Rs or our community standards and guidelines, please submit a written complaint to HIVHA Board of Directors or HIVHA's Property Manager. Please note, these written complaints must be revealed to the violating party.

Damage and Destruction

Each Member is responsible for the upkeep of their property.

If any portion of your property becomes damaged or destroyed, for whatever reason, you are responsible to begin repairs within thirty (30 days) of the date of the damaging or destructive event and finish as soon as possible, but within no more than six months of the event. Failure to comply could result in an assessment by the HIVHA to the Member of \$50.00 per day, unless the Member can satisfactorily prove that such failure is due to circumstances beyond your control.

Decorations - Permanent Ornamentation

Permanent decorations are not permissible within Hammock Isles Villas. This includes, but is not limited to: birdbaths, ponds, sundials, sculptures and statues.

Decorations - Temporary Holiday Decorations

Decorations typically associated with the holidays, except for flags and banners which are not permitted, are permissible, as long as they do not pose a safety hazard, or emit obnoxious lights, sounds or odors. All decorations should reflect the elegance of the community. In addition, all temporary decorations should be placed no sooner than 30 days prior and removed within 10 days after the holiday.

Temporary holiday decorations are not to be placed on Hammock Isles Villas neighborhood light posts, street signs or stop signs. When placing temporary holiday decorations on your unit, please make certain they are not in disrepair.

Mailbox decorations celebrating national holidays or events should be non-obtrusive and tastefully done. Permanent decorations on mailboxes are not allowed.

All temporary holiday decorations must be reviewed and approved by HIVHA and VCA.

Doghouses, Dog Runs and Pet/Animal Cages

~~Outdoor doghouses, dog runs and other pet/animal cages are not permitted.~~

Easement Area

The front footage of your lot (an area that varies per lot, reflected on your plat) abutting the street contains utility, drainage and access easements. You are required to maintain this easement area. Items within this area may include: street gutter, street signs, mailbox, utility equipment, grass and trees.

If, in front of your house, the street gutter is dirty, it is your responsibility to clean the area at your expense. If you damage the gutter, it is your responsibility to reimburse the HIVHA for repairs. Otherwise, repair of the gutters is HIVHA's responsibility. Please contact a Board member or HIVHA's Property Manager to have a repair made.

Members that have street, stop, speed limit or caution signs in the easement area are expected to maintain a 30 inch buffer zone around the post for protection from damage by weed whackers and lawnmowers. The buffer zone may be covered with mulch, egg rock or pavers. Grass or weeds are not permitted to grow in the buffer zone.

Your mailbox should be clean and free of any bird droppings, mildew or other discoloration.

Electric Fencing

Invisible electronic fencing used to keep a domestic pet on your property is not permitted. Pets should not be left unattended outside.

Fences and Walls

Fences and/or walls are not permitted on your unit, unless approved by HIVHA and VCA.

Firewood and Compost Heaps

Firewood needs to be kept neatly stacked in an area that does not adversely affect the visual impact of Hammock Isles Villas. Typically, this means that the firewood stack should not be visible from the street, golf course or neighbor's unit.

Compost heaps are not allowed.

Fireworks

Because fireworks and associated flammable/explosive material can be deemed dangerous, as well as obnoxious or unreasonably offensive to others, such devices are not permitted in Hammock Isles Villas except for the Fourth of July and New Year's Eve holidays. Only fireworks that are legally sold in Collier County may be used during those holidays.

Garage Sales

Garage sales are not permitted in Hammock Isles Villas.

Garages

Your garage is to be used for parking your vehicles and/or storage.

You cannot modify your garage to become a temporary or permanent living space.

For safety, security and appearance, you are required to keep you garage doors closed at all times unless you are actively using your garage. All cars must be parked in the garage at all times. No cars or trucks are allowed in the driveway or street overnight at any time.

Golf Course - General

Vineyards Country Club and its members own the golf course. All residents should appreciate the beauty and value the golf course brings to Hammock Isles Villas, and, therefore, should respect the golfer's use of the course. *The golf course is meant to be enjoyed by members of Vineyards Country Club and their guests, solely for the purpose of golf.* Homeowners that are not golfing members of Vineyards Country Club are not permitted to play or walk on the course.

Grills

Permanent grills are allowed within a screened or fenced area, as long as they do not pose a safety hazard. Permanent grills may not be installed on your property in any other outdoor location. Grills are subject to review and approval by the HIVHA and VCA.

Hazardous Waste

Please do not dump any hazardous materials including, but not limited to: oil, grease, paint or other chemicals on your property, in the streets, lakes or rain sewers. Please abide by Collier County's recycling and environmental regulations. For more information, phone (239) 732-2502 or visit their website at <http://www.co.collier.fl.us/solidwaste>. Each Member shall, in addition, comply with any federal and state laws, ordinances and regulations as related to the environmental laws.

Inappropriate Activity

Any activity that can be deemed offensive, noxious, illegal, unhealthful, injurious, unwholesome, harmful or dangerous by the general community will not be tolerated within Hammock Isles Villas.

Insurance

All Members in Hammock Isles Villas are responsible for carrying, at their own expense, any of the following types of insurance as HIVHA does not insure individual units or home.

- ❖ Personal property and furnishings on their unit,
- ❖ Hazard on their unit, and
- ❖ Public liability on their unit.

Additionally, you may want to obtain other types of insurance that you personally deem desirable.

Lakes

All lakes contained within our community are meant for visual enjoyment only. Should You cannot build a dock, use a motorboat, canoe or sail in the lake.

For safety, please note all lakes contain run-off pesticide and fertilizer. Therefore, you should not swim or fish for consumption in the lakes. The water is non-potable.

Lawn Watering

All homes in Hammock Isles Villas are constructed with in-ground irrigation systems. It is your responsibility of HIVHA to maintain these systems.

Hammock Isles Villas use well water and reclaimed water provided by Vineyards Utilities. Vineyards Utilities may dictate watering restrictions at certain times during the year. In addition, you must follow Collier County regulations and restrictions.

Above ground sprinklers are not permitted to be used as your primary irrigation system.

Leasing

All leases must be in writing between you and your lessee and approved by the HIVHA. A signed copy of the lease should be provided to the HIVHA Property Manager.

Your tenant and their guests must comply with our Governing Documents and community standards and guidelines. You are liable for any violations by your tenant or their guests. If your tenant or their guests do not comply, this action may be considered a default on the lease.

Lights

External lights to illuminate structures or landscaping for home security may only be used as part of your approved landscape design.

Fixtures used to up-light trees should be concealed by landscaping or installed in-ground.

Permanent fixtures should emit a white light – colored bulbs are not permitted. Lights used in temporary holiday decorations may emit colors.

External lighting should not be annoying or a nuisance to others. All exterior light installation and/or modifications must be reviewed and approved by HIVHA & VCA.

Mailboxes

You are responsible for the maintenance of the mailbox and post on your unit. It should be kept in good working order and must be the original mailbox or an identical replacement.

The United States Postal Service requires that overhanging vegetation be kept trimmed even with the front edge of the mailbox and any overhanging branches be kept trimmed with a clearance of 8 feet above the pavement surface.

Maintenance – unit – Disrepair

As a homeowner, you are required to maintain the physical aspects of your property. You are not permitted to allow your unit or any other structures on your unit to fall into disrepair. This includes, but is not limited to, repairing any damage, including wear and tear, discolored, faded or chipped paint, driveways, walkways, exterior walls, roof, gutters, fascia, windows, screens, doors, pool cage and screens, and exterior lights.

Please refer to the "Guidelines – Unit Exterior Alterations" section, found later in this Handbook, for additional information.

Maintenance - Unit - Painting

The Hammock Isles Villas Homeowners Association will be responsible for maintaining the color of your unit by painting/repainting on a regular basis. Typically, in our climate, and dependant on paint type, professionals recommend a fresh coat of pain every four to five years.

Please refer to "Guidelines - Unit Exterior Alterations" section, found later in this Handbook, for additional information.

Maintenance - Unit - Pressure Cleaning

Due to our humid climate, mildew and mold is a concern in the overall exterior appearance of our units. Professionals recommend that the exterior of your unit, screened enclosure, driveways, walkways and sidewalks in your unit's easement area be pressure cleaned at least once a year. The HIVHA is responsible for arranging this.

Maintenance - Landscaping

All landscaping is provided through the HIVHA association.

Please refer to the "Guidelines - Landscape Alterations" section, found later in this Handbook for additional information.

Noise

Our homes are for our private enjoyment. Your music or television audio should be heard only by you, not your neighbors, or people on the street or golf course. Bells, whistles, horns or other sound devices, other than those used for security purposes, are not permitted on your unit.

Exterior speakers are permissible and require the approval of HIVHA.

Similarly, when driving your car in Hammock Isles Villas, please be sure to keep your cars audio to a reasonable level.

Neighbors should not be disturbed by noise created by household pets.

Parking - General

Park your vehicles out-of-sight in your garage. Your guest(s) should park in your driveway. Your service resources should park in your driveway not on the street. No vehicles may be parked overnight on the street. Guest vehicles parked overnight in your driveway for a period of more than one week require the approval of HIVHA and VCA. Parking on your lawn, easement area or any unpaved area is prohibited. This restriction will be strictly enforced by towing the vehicle at the Members' expense.

Parking - Vehicles

Abandoned or inoperable vehicles, oversized vehicles, commercial vehicles, recreational vehicles, campers, mobile homes, motor homes, unit trailers, other types of trailers, vans, motorcycles, pickup trucks, boat, boat trailers or jet skis are not permitted to be parked or stored on any unit within Hammock Isles Villas, unless maintained in your garage.

Any pickup or similar style truck used for personal/family purposes must be stored in the garage at all times. At no time are they permitted to be parked in the driveway or on the street.

No commercial vehicle may be parked at your property for more than four hours per day, unless that vehicle is necessary in the construction and repair of a structure, landscaping maintenance or on site for medical purposes.

Abandoned or inoperable vehicles are defined as any vehicle that has not been driven by it own propulsion for a period of three weeks or more. Oversized vehicles are those too high or wide to clear the entrance of the garage. Commercial vehicles are defined as any vehicle that is not designed and used for solely customary, personal/family purposes. The lack of commercial-type lettering or graphics is not necessarily a factor regarding the definition of a commercial vehicle.

Any vehicle in violation of this rule will be towed at the Member's expense.

Playground, Basketball and Recreational Equipment

Playground equipment, jungle gyms, swing sets, play units, trampolines, basketball hoops and backboards shall not be permitted on any unit or property.

You cannot use a street or driveway for the temporary or semi-permanent set-up of any recreational equipment, such as a basketball backboard, hockey goal or volleyball net.

Pools and Related Equipment

All pools and spas must be contained within a screened or fenced area. Pool must be in-ground type.

Permanent and semi-permanent above ground spas are permitted as long as they are contained within a screened enclosure or fenced area and are reasonably hidden from neighbors, golfers and passersby.

To maintain the visual appearance of our community, heaters, filters, chemical feeders and other above ground apparatus located outside of your screened area necessary for the use and maintenance of your pool and/or spa, need to be surrounded by HIVHA and VCA approved landscaping.

Property Use

~~All homes within Hammock Isles Villas are for single family use only and are not permitted to be greater than two stories.~~

Your home is for personal use. Businesses with any associated outside vehicular traffic are not permitted.

For the benefit of you and your community, please abide by existing laws. Illegal activities within Hammock Isles Villas will not be tolerated.

Safety Hazards

Trees and other vegetation that impair visibility, vehicular and pedestrian mobility, or impede street lighting or signage are considered a safety hazard. Please monitor your landscaping and correct any problems immediately.

Parking on your easement or in the street can also pose a safety hazard. Please refer to the "Parking" guidelines in this handbook for any parking recommendations.

Screens and Screening Material

Window, porch and screened enclosures/cage screens should be maintained and free of holes. Screening material can be brown, black or bronze. This requires the approval of HIVHA and VCA.

Screened Enclosures

The majority of the homes in Hammock Isles Villas have a screened enclosure surrounding their outdoor pool and spa. The framing material should be no higher than your unit's roofline and no wider than the width of your unit's sidewalls. All screened enclosures require the approval of HIVHA and VCA.

Shutters - Hurricane

Hurricane shutters are mandated for new construction and must be in accordance with the HIVHA and VCA guidelines.

All requests for shutters must be received in writing and require the approval of the HIVHA and VCA.

Signs

No sign or advertisement of any kind, including, without limitation, those of realtors, contractors and subcontractors, shall be erected on any home unless the placement, character, form, size, lighting and time of placement of such sign is first approved in writing by the HIVHA and VCA.

All signs must also conform with governmental codes and regulations and with design standards and guidelines for signs established by the HIVHA and VCA.

A single approved "Open House" sign may be placed on your lot, from 9 AM to 5 PM on Saturdays and Sundays only.

"Open Unit" signs must be 12" x 18", white, PVC, 2-sided with hunter green lettering and a white stake. Signs are available for purchase from Naples Board of Realtors or Cecil's Copy Express.

A sign from your alarm/security company may not be placed on your unit.

Solar Equipment

Solar equipment, including solar panels, is not permitted in Hammock Isles Villas.

Speeding

The speed limit within Hammock Isles Villas is 25 MPH.

There are many children who play in their front yards and driveways, as well as numerous adults and children who walk or bicycle on our streets. For the benefit of all in our community, please do not speed. Ask your visitors and service people to abide by the speed limit as well.

If you see someone speeding, try to obtain their license plate number and/or a description of the car and call your property manager. For your own safety, please do not take matters into your own hands.

Structures – Illegal

Semi-permanent or permanent structures other than your own unit and specifically pre-approved HIVHA and VCA buildings, are not allowed on your unit. This includes, but is not limited to, plastic or metal storage sheds, barns, shacks, tree units, play units, trailers, and garages.

Structures – Temporary

Temporary structures, such as a tent for an event, need HIVHA and VCA approval. Such structures must be removed immediately following the event. Other types of temporary structures are not permitted.

Trash and Recycling

Trash and recyclables are to be placed in appropriate containers and kept inside an enclosed structure – out of the view of your neighbors. Typically, this means inside your garage.

Keep non-trash items out-of-sight from the street, neighbors and golf course until Wednesday, the full pick up day.

You are able to put your trash out at 6 PM, the night before the scheduled pick up. Once the trash/re-cycling has been picked up, you need to place the container and bins out-of-sight by 6 PM, same day.

We strongly recommend you follow Collier County's re-cycling guidelines. More information on re-cycling can be obtained by calling Collier County Recycling Hotline at (239) 775-3900 or visiting their website at www.colliercountyutilities.com.

You can order replacement/extra trash containers and re-cycling bins by phoning Collier County Solid Waster Customer Service at (239) 403-2367.

Vehicles - Decals and Gate Controls

Vineyards access control provides decals and bar codes which affix to your vehicle window for identification purposes at the North and South Gates. The "Gatekeeper" system also allows residents to pre-clear an expected guest. For more information contact the gatehouse at (239) 353-1770.

It is the responsibility of each Member to properly dispose of bar codes upon sale or transfer of vehicle.

Vehicles - Unlicensed

All vehicles should be properly licensed and maintained, so that they are not a safety hazard, nuisance or illegal.

Violations

Any violation of these Standards will subject the violating party to all penalties allowed by the Associations Declaration and/or Florida Law.

Wells

Private wells are strictly prohibited and lake water may not be withdrawn for irrigation or any other purpose.

Windows - General

Original or replacement windows must be clear, tinted bronze, gray or smoke. Please make sure the same window style and window tint color is consistently applied throughout your entire unit and other structures.

Your interior window coverings, when seen from the exterior of your unit, must be white, off white or blend with the exterior color of the unit as determined at the sole discretion of the HIVHA and VCA. All front windows must have window coverings. No reflective window coverings are permitted.



Guidelines - Unit Exterior Alterations



All original home exteriors were approved by HIVHA and VCA. As a general rule, no alterations are to be made to the units of Hammock Isles Villas. To that end, any alteration to the exterior of your unit will require approval from HIVHA and VCA. This includes, but is not limited to, building an addition or extra permanent structure, changing the color of your unit, changing the type and color of your roof, changing entrance doors, changing the exterior lighting of your unit and altering your driveway or walkways.

Two forms supplied by VCA are used to obtain HIVHA and VCA approval. These forms are included as attachments in the back of this Handbook. They are entitled "Modification Request Acknowledgement" and "Vineyards Community Association Request for Review." Completed forms should be submitted to the Architectural Review Committee.

Additions and New Structures

Additions and alterations are at not permitted.

Doors

Replacement doors should be harmonious with the existing units. Please acquire HIVHA and VCA approval prior to replacing exterior doors, or changing any exterior door colors.

Driveways and Walkways

Permission from HIVHA and VCA is required to change or alter the shape, color, design or layout of your driveway and/or walkway.

Generally speaking, paver bricks are the preferred materials for driveways and walkways.

Grading

For optimum water drainage purposes, all units in Hammock Isles Villas were well planned prior to any construction. Typically, interior units drain from the back towards the street, while units adjacent to the golf course or a lake drain half to the street and half to the lake/golf course.

Changes in grading may cause water to pond in less than desirable areas. Therefore, permission from HIVHA and VCA is needed before any change to your unit's grading is made.

Lighting

Design changes to external lighting and/or the addition of external fixtures require approval from HIVHA and VCA.

Generally speaking, new or additional light fixtures should be consistent with the character of your unit and visually blend with the Hammock Isles Villas community.

Materials

To maintain a harmonious neighborhood, recommended external materials include stucco, wood, brick, natural stone, keystone and other natural materials.

Imitation materials, such as vinyl siding, no matter if they are of the highest quality, will not be permitted.

Minimum Square Footage

The minimum home size permitted at Hammock Isles Villas is 2,300 square feet of air conditioned space. No structure may exceed thirty-five (35) feet in height above the finished floor of the structure.

Paint Colors

~~You may repaint your unit, or any portion of it, in the same color without prior permission from HIVHA and VCA.~~

Roof

All new roofs must be constructed of tile or slate. All replacement roofs are to be replaced with material similar to the original. You may replace your roof tile without prior approval if it is the same material and color as the original roof. If you choose to change the material, the material color or paint your roof, approval from HIVHA and VCA is necessary.

Replacing a tiled roof with asphalt shingles is not permissible.

Setbacks

The following are the guidelines for set backs in Hammock Isles Villas:

- ❖ 15' front setback
- ❖ 15' back setback (rear principal)
- ❖ 5'/0' side setback
- ❖ 5' back accessory structure

The HIVHA and/or VCA reserve the right to adjust setbacks if they deem appropriate and necessary.



Guidelines - Landscape Alterations



Significant Changes to Your Landscape

Significantly changing the landscape on your property can be defined as adding, moving or removing a canopy or sub-canopy tree and/or palm or adding any planting material over three feet tall. If you choose to remedy a landscape problem or significantly change your existing landscaping, you will need permission from HIVHA and VCA.

Also, a significant change to your landscaping includes replacing or changing 50% of your existing plantings (shrubs, ground covering, vining plants and sodded areas). Therefore, to err on the safe side, please acquire permission from HIVHA and VCA before altering your landscape.

Recommended Replacement Plant Material

All replacement plant material must be Florida Fancy, or, Florida Grade #1, as defined in "Grade and Standards for Nursery Plants, State Plant Board of Florida." Generally speaking, plants procured from Naples high-end nurseries, as well as the major home improvements retailers, typically fall into these two categories.

We do get a rare freeze in Hammock Isles Villas. Therefore, plants susceptible to freeze damage are generally unacceptable in an overall landscaping theme.

Further, please do not plant ornamentals that require an extraordinary amount of pruning and trimming, unless you intend to constantly maintain the plant(s). Topiaries in standard designs, such as spirals or round balls are acceptable. However, topiary in the shape of an animal would most likely not be permitted.

Please refer to the "Recommended Plant Material" listing found at the end of this Handbook for plants that thrive in our community.

Unacceptable Plant Material

Also, some plants are not recommended for landscaping within Hammock Isles Villas because their root system can choke and interfere with underground lines or because they do not hold up to soil or drought conditions.

Please refer to the "Unacceptable Plant Material" listing found at the end of this handbook.

Unacceptable Planting

No planting will be allowed that blocks a neighbor's view of the water or golf course as determined at the sole discretion of HIVHA and VCA.

Sod and Grassed Areas

With the exception of trees, shrubs, ground covering and vining plants, your unit must be maintained with sand-grown "Floritam" sod.

Covering a large area of your front, side or back yard with decorative stone or monolithic paving (such as concrete, pavers or stone) is not permitted. Conversely, an unreasonable abundance and variety of shrubs, ground covering, vining plants and/or annuals in your grassed area is not permitted.



Recommended Plant Material



Canopy Trees

Golden Rain Tree
 Hong Kong Orchid
 Jacaranda
 Laurel Oak*
 Live Oak*
 Red Maple*
 Southern Magnolia*
 Sweet Gum
 *Required trees for front yard canopy

Palms

Cabbage Palm
 Canary Island Date Palm
 Chinese Fan Palm
 Coconut Palm
 European Fan Palm
 King Sago
 Paurotis Palm
 Pygmy Date Palm
 Queen Palm
 Royal Palm
 Senegal Date Palm
 Washingtonia Palm
 Zahedi Date Palm

Sub-Canopy Trees

Bald Cypress
 Bottlebrush
 Cantley Guava
 Citrus Trees, Upon Approval
 Crepe Myrtle
 Dahoon Holly
 East Palatka Holly
 Jamaican Caper
 Jerusalem Thorn
 Ligustrum Recurv
 Ligustrum Wax Privet
 Loquat
 Tree Ligustrum
 Upright Podocarpus
 Wax Myrtle
 Weeping Podocarpus
 Yaupon Holly

Shrubs

Bird of Paradise
 Bougainvillea
 Cast Iron Plant
 Cantley Guava
 Crinum Lilly
 Dwarf Burfordii
 Dwarf Vomitoria
 Eugenia
 Fakahatchee Grass
 Gardenia
 Indian Hawthorn
 Ixora
 Jasminum
 Ligustrum
 Myrsine
 Oleander
 Orange Jasmins
 Photinia "Red Top"
 Pittosporum
 Podocarpus
 Pyracantha
 Silverthorn
 Spicewood
 Texas Sage
 Thyalla
 Twisted Juniper
 Viburnum
 Wax Myrtle
 Zamia

Ground Cover and Vines

African Iris
 Asparagus Ferns
 Blue Daze
 Carolina Jasmine
 Confederate Jasmine
 Day Lilies
 Dwarf Shore Juniper
 Ficus Vine
 Lantana
 Liriope (Evergreen Giant)
 Mexican Flame Vine
 Oyster Plant
 Parsoni Juniper
 Procumbens Juniper
 White Fountain Grass

Unacceptable Plant Material



Acacia
Areca Palm
Australian Pine
Black Olive
Brazilian Pepper
Buttonwood
Camphor Tree
Carissa
Carrotwood
Century Plant
Chinese Tallow
Cocoplum
Downy Myrtle
Ficus
Fruit Trees Excepting Approved Citrus
Gumbo Limbo
Indian Rosewood
Italian Cypress
Mahogany
Manila Palm
Melaleuca
Norfolk Pine
Pampas Grass
Parlor Pine
Pindo Palm
Scaevola
Schefflera
Screw Pine
Sea Grape
Silk Oak
Spineless Yucca
Travelers Tree
Weeping Yaupon

**AMENDMENTS TO THE GENERAL GUIDELINES
OF
HAMMOCK ISLES VILLAS HOMEOWNERS' ASSOCIATION, INC.**

The General Guidelines of Hammock Isles Villas Homeowners' Association, Inc. ("Guidelines") shall be amended as shown below.

Note: New language is underlined; language being deleted is shown in struck-through type.

45. The Introduction to the Guidelines shall be amended as shown below:

The Board of Directors of Hammock Isles Villas Homeowners' Association (HIVHA) created this Handbook to summarize certain components of the Declaration of Neighborhood Covenants, Conditions and Restrictions for Hammock Isles Villas (CC&Rs) and the Articles of Incorporation and By-Laws of Hammock Isles Villas Homeowners' Association, Inc. All the documents listed above comprise HIVHA's Governing Documents.

This Handbook updates, summarizes and complements a wide variety of rules, regulations, covenants and guidelines regarding the use, maintenance and modification of our community, common areas, as well as your property and residence.

Overall, we intend for this Handbook to help you, the Member, to:

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WOODWARD, PIRES & LOMBARDO, P.A. ■ 3200 Tamiami Trail North, Suite 200 ■ Naples, FL 34103
Phone (239) 649-6555 ■ Fax (239) 649-7342

- Maintain a safe and pleasant environment for all Hammock Isles Villas residents to enjoy,
- Maintain a sense of community,
- Maintain consistent architectural and landscaping qualities and features and
- Keep our community competitive in the real estate market.

Please note: The Governing Documents for Vineyards and Hammock Isles Villas contain covenants, conditions and restrictions all residents and guests must follow. Legally, these covenants are part of the deed for each home and are binding upon all homeowners and their guests regardless of whether these Members are familiar with such covenants. This handbook is provided as a summary of the Governing Documents. If any of the Governing Documents conflict with each other, the following order shall apply: the Master Declaration, the Hammock Isles Villas Declaration, the Articles, the By-Laws and the General Guidelines whichever document is stricter shall control.

46. The Board of Directors' Responsibility Section of the Guidelines shall be amended as shown below:

The Board's responsibilities and powers are delineated in the HIVHA Governing Documents Declaration.

47. The Budget Section of the Guidelines shall be amended as shown below:

Each year, the Board develops a budget for the calendar year which is presented to the Members at the annual meeting.

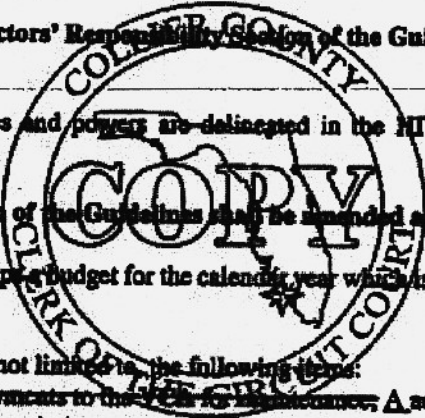
The budget includes, but is not limited to, the following items:

- HIVHA's payments to the Village for maintenance, A access control and basic cable television subscription,
- Accounting and legal fees,
- Insurance,
- Office and administration expenses,
- Funds for the maintenance, repair and replacement of improvements to the Areas of Common Responsibility.
- Common Area Ground and road reserves and
- Special projects.

The Board may revise the budget, as the year progresses, within the legal guidelines of the Governing Documents and Florida Law.

48. The Committees Section of the Guidelines shall be amended as shown below:

The Board may appoint committees to address specific concerns in the community. These committees are for information only, to be used at the Boards' discretion.



An *Architectural Review Committee (ARC)* is a standing committee, dedicated to ensuring all modifications and alterations to homes, property and landscaping are made within the guidelines established for Hammock Isles Villas. ~~Until turnover, this committee is controlled by the Developer.~~

49. The Air Conditioning Section of the Guidelines shall be amended as shown below:

All homes in Hammock Isles Villas were constructed with central air conditioning and heating units. Therefore, the installation of external/window air conditioners in any structure on your lot unit is not permitted.

Landscaping should be placed around all external central air conditioning and heating units, so that this equipment is not visible from the street, golf course or neighbors' properties.

50. The Animals Section of the Guidelines shall be amended as shown below:

Your pet(s) should not be an unreasonable annoyance or nuisance to your neighbors. Excessive barking by a dog, a dog that frequently escapes from the home, or a cat that roams the neighborhood is considered an unreasonable annoyance or nuisance. Neighbors should not be disturbed by noise or actions created by household pets.

Animals are not permitted to run loose. They must be contained to your property and walked on a hand-held leash. This is a Collier County law.

You must clean up after your pet, whether on your property or in the neighborhood. Do not allow your pet to urinate on any vegetation, other than that in your lot unit. Any Member whose pet defecates on any Common Area or any other Members Property shall immediately clean up the pet's waste. Failure to abide by this restriction may result in a fine being levied by the Association.

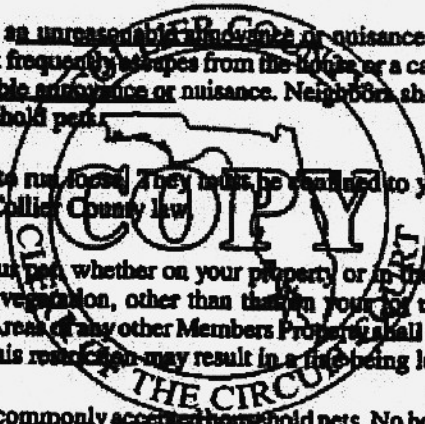
Owners may keep up to two commonly accepted household pets. No horses, cows, hogs, pigs, swine, goat, chickens, pigeons or any other such animal, fowl or reptile shall be kept on any of the Property.

51. The CC&Rs - Covenants, Conditions and Restrictions Section of the Guidelines shall be amended as shown below:

A copy of the *Covenants, Conditions and Restrictions for Hammock Isles Villas* and the *By-Laws of Hammock Isles Villas Homeowners' Association, Inc.* is delivered to all homeowners prior to closing on their lot/house unit/unit. To obtain a copy of these documents, please call and make a request to the Vineyards Development Corporation. Copies of these documents will be mailed to you for a duplication/assembly fee.

52. The Clotheslines Section of the Guidelines shall be amended as shown below:

No clotheslines or drying yards shall be located as to be visible from neighboring residences or from the interior roadways within Hammock Isles Villas. Laundry or wash may not be dried on a line outside of your unit or visible to a neighbor, golfer or passerby. No clotheslines or drying racks are permitted on the exterior of the home.



53. The Damage and Destruction Section of the Guidelines shall be amended as shown below:

Each Member is responsible for the upkeep of their property.

If any portion of your property becomes damaged or destroyed, for whatever reason, you are responsible to begin repairs within thirty (30 days) of the date of the damaging or destructive event and finish as soon as possible, but within no more than six months of the event. Failure to comply could result in an fine assessment by the HIVHA to the Member of one hundred dollars (\$100) \$50.00 per day or the maximum amount permitted by law or this Declaration as amended from time to time unless the Member can satisfactorily prove that such failure is due to circumstances beyond your control.

54. The Decorations - Temporary Holiday Decorations Section of the Guidelines shall be amended as shown below:

Decorations typically associated with the holidays, except for flags and banners which are not permitted, are permissible, as long as they do not pose a safety hazard, or emit obnoxious lights, sounds or odors. All decorations should reflect the elegance of the community. In addition, all temporary decorations should be placed no sooner than 30 days prior and removed within 10 days after the holiday.

Temporary holiday decorations are not to be placed on Hammock Isles Villas Estates neighborhood light posts, street signs or stop signs. When placing temporary holiday decorations on your lot, please make certain they are not in disrepair.

Mailbox decorations celebrating national holidays or events should be non-obtrusive and tastefully done. Permanent decorations on mailboxes are not allowed.

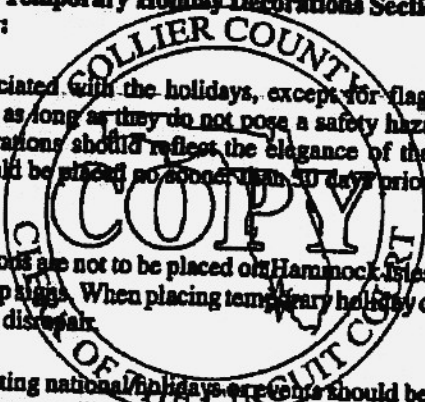
All temporary holiday decorations must be reviewed and approved by HIVHA and VCA.

55. The Easement Area Section of the Guidelines shall be amended as shown below:

The front footage of your lot (an area that varies per lot, reflected on your plat) abutting the street contains utility, drainage and access easements. You are required to maintain this easement area. Items within this area may include: street gutter, street signs, mailbox, utility equipment, grass and trees.

If, in front of your house, the street gutter is dirty, it is your responsibility to clean the area at your expense. If you damage the gutter, it is your responsibility to reimburse the Hammock Isles Master Association HIVHA for repairs. Otherwise, repair of the gutters is Hammock Isles Master Association's HIVHA's responsibility. Please contact a Board member or Hammock Isles Master Association's HIVHA's Property Manager to have a repair made.

Members that have street, stop, speed limit or caution signs in the easement area are expected to



maintain a 30 inch buffer zone around the post for protection from damage by weed whackers and lawnmowers. The buffer zone may be covered with mulch, egg rock or pavers. Grass or weeds are not permitted to grow in the buffer zone.

Your mailbox should be clean and free of any bird droppings, mildew or other discoloration. If landscaping in your lot's assessment area declines and/or dies, it is your responsibility to make the replacement, at your expense.

56. The Garages Section of the Guidelines shall be amended as shown below:

Your garage is to be used for parking your vehicles and/or storage.

You cannot modify your garage to become a temporary or permanent living space.

For safety, security and appearance, you are required to keep your garage doors closed at all times unless you are actively using your garage. You are required to garage all owned vehicles; provided however, that if the Owner has been approved for more than two (2) vehicles, Owner shall be required to garage two (2) vehicles before utilizing the driveway for additional parking. All cars must be parked in the garage at all times. No cars or trucks are allowed in the driveway or street overnight at any time. Your guest(s) should park in your driveway. Your service resources should park in your driveway, not on the street. No vehicles may be parked overnight on the street. Guest vehicles parked overnight in your driveway for a period of more than one week require the approval of HIVHA and VCA.

57. The Inappropriate Activity Section of the Guidelines shall be amended as shown below:

Any activity that can be deemed ~~an unreasonable annoyance~~ offensive, noxious, illegal, unhealthful, injurious, unwholesome, harmful or dangerous by the general community will not be tolerated within Hammock Isles Villas.

58. The Screens and Screening Material Section of the Guidelines shall be amended as shown below:

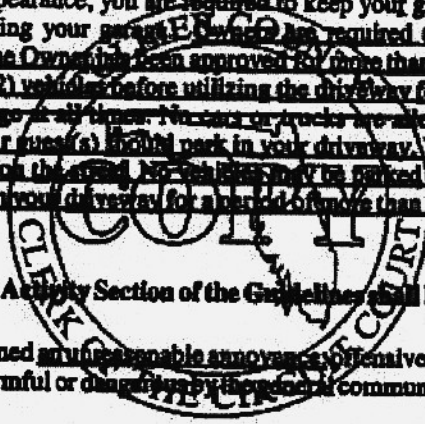
Window, porch and screened enclosures/cage screens should be maintained and free of holes. Screening material can be brown, black or bronze. Replacement of cages or screens with colors that are different from the original materials. This requires the approval of HIVHA and VCA.

59. The Signs Section of the Guidelines shall be amended as shown below:

No sign or advertisement of any kind, including, without limitation, those of realtors, contractors and subcontractors, shall be erected on any home unless the placement, character, form, size, lighting and time of placement of such sign is first approved in writing by the HIVHA and VCA.

All signs must also conform with governmental codes and regulation and with design standards and guidelines for signs established by the HIVHA and VCA.

A single approved "Open House" sign may be placed on your lot, from 9 AM to 5 PM on Saturdays and Sundays only.



"Open House Unit" signs must be 12" x 18", white, PVC, 2-sided with hunter green lettering and a white stake. Signs are available for purchase from Naples Board of Realtors or Cecil's Copy Express.

Except as otherwise provided by Florida law, as amended from time to time, a sign from your alarm/security company may not be placed on your unit. No signs of any size or type may be placed in or on any windows of any Unit or upon any vehicle.

69. The Solar Equipment Section of the Guidelines shall be amended as shown below:
Except as otherwise provided by Florida law, as amended from time to time, solar equipment, including solar panels, is not permitted in Hammock Isles Villas.

Hammock Isles Villas

Board of Director's 2024 Approved Budget

73 Units

For the Period of January 1, 2024 through December 31, 2024

	2023		2024	
Income	Approved Budget	Actuals 8/30/2023	Estimated 12/31/2023	Approved Budget
4145 Operating Assessments	\$ 220,279	\$ 146,584	\$ 220,279	\$ 228,938
4150 Reserve Funding	\$ 3,985	\$ 3,066	\$ 3,985	\$ 5,000
4151 VCA - Master Association	\$ 48,059	\$ 32,120	\$ 48,059	\$ 50,357
4152 VCA - Access Control	\$ 34,895	\$ 23,360	\$ 34,895	\$ 37,198
4153 Hammock Isle Master Assoc. Fee	\$ 103,733	\$ 69,107	\$ 103,733	\$ 108,989
4154 Hammock Isles Fountain Assessment	\$ 58,400	\$ 38,933	\$ 58,400	\$ 29,200
4155 VCA Bulk Communication Fees	\$ 85,559	\$ 57,037	\$ 85,559	\$ 88,423
4190 Special Assmt-Hurricane/Landscape		\$ 14,600	\$ 14,600	
4200 Interest & Late Fees		\$ 19	\$ 60	
Interest Income - Operating		\$ -	\$ -	
4250 Interest Income - Reserves		\$ 75	\$ 135	
4295 Miscellaneous Income		\$ 285	\$ 400	
4499 Prior Year Surplus/(Deficit)	\$ 5,000			\$ 5,000
Total Income	\$ 559,910	\$ 385,185	\$ 570,105	\$ 553,105
Expenses				
Administrative Expenses				
6010 Bad Debt/Uncollectible Fees	\$ 2,000	\$ -	\$ -	\$ 1,000
6025 Corporate Filing Fee	\$ 61	\$ 61	\$ 61	\$ 61
6040 Management / Accounting Fee	\$ 12,360	\$ 8,000	\$ 12,000	\$ 12,360
6045 Accounting (tax return) & Audit	\$ 350	\$ 450	\$ 450	\$ 450
6046 Legal	\$ 1,000	\$ -	\$ -	\$ 1,000
6050 Office Expense	\$ 1,200	\$ 930	\$ 1,200	\$ 1,300
6052 Postage	\$ 260	\$ 223	\$ 260	\$ 260
Insurance				
6310 Insurance Package	\$ 5,000	\$ 2,971	\$ 4,056	\$ 5,000
Utilities				
6105 Irrigation Water	\$ 21,000	\$ 13,665	\$ 20,000	\$ 21,000
Grounds Maintenance				
6145 Grounds Repair & Maintenance	\$ 400	\$ -	\$ -	\$ 400
6162 Sod / Plantings / Tree Trimming	\$ 5,000	\$ 4,700	\$ 4,700	\$ 5,000
6163 Irrigation Maintenance Repairs	\$ 6,000	\$ 10,395	\$ 12,000	\$ 8,000
6164 Landscape- Common & Buildings	\$ 140,998	\$ 96,181	\$ 144,272	\$ 147,157
6165 Mulch 5500 bags	\$ 25,850	\$ -	\$ 25,575	\$ 26,950
6230 Pest Control Buildings	\$ 3,600	\$ 2,376	\$ 3,564	\$ 3,800
6250 Contingency	\$ 200	\$ -	\$ -	\$ 200
Total Operating Expenses	\$ 225,279	\$ 139,952	\$ 228,077	\$ 233,938
Miscellaneous				
6300 VCA - Master Association	\$ 48,059	\$ 32,040	\$ 48,059	\$ 50,357
6302 VCA - Access Control	\$ 34,895	\$ 23,265	\$ 34,895	\$ 37,198
6303 VCA Bulk Communication Fees	\$ 85,559	\$ 57,039	\$ 85,559	\$ 88,423
6305 Hammock Isles Master Assoc. Fee	\$ 103,733	\$ 108,040	\$ 103,733	\$ 108,989
Hammock Isles Fountain Assessment	\$ 58,400	\$ 58,400	\$ 58,400	\$ 29,200
Total Miscellaneous Expenses	\$ 330,646	\$ 278,784	\$ 330,646	\$ 314,167
Total Operating & Misc Expenses	\$ 555,925	\$ 418,737	\$ 558,723	\$ 548,105
Reserves	\$ 3,985	\$ 17,248	\$ 3,985	\$ 5,000
Total Common Expenses	\$ 559,910	\$ 435,984	\$ 562,708	\$ 553,105

Hammock Isles Villas Home Owners Association
2024 Approved Budget for Reserves for Capital Expenditures and Deferred Maintenance
 For the Period of January 1, 2024 through December 31, 2024

73 Units

Item	Estimated Life When New (Years)	Estimated Maintenance/ Replacement Cost	2024 Estimated Remaining Life(Years)	Reserve Balance 7/31/2023	Proposed Budget		Annual Funding Required In 2024
					Reserve Balance 12/31/2023	Additional Reserves Required	
Irrigation	10	\$ 5,000	2	\$ 3,998	\$ 4,020	\$ 980	\$ 490.00
Landscape replacement	10	\$ 5,000	1	\$ 11,700	\$ 68,737		\$ 263.00
Def Maint & Cap Exp	0	\$ 15,000	2	\$ 5,532	\$ 6,506	\$ 8,494	\$ 4,247.06
Unallocated interest	0			\$ 218	\$ 278		
Totals		\$ 25,000		\$ 21,447	\$ 79,541	\$ 9,474	\$ 5,000

Notes for 2021 | Extended the remaining life for Def Maint and Irrigation to better fit the budget requirement as both items do not have estimated life expectancy, they are desired amounts to have on hand in case of unforeseen expenditures.

Reserve replacement cost and estimated remaining useful lives are projections based on estimates. Even if the Association is currently fully funding the reserves, the accumulated amounts may not be adequate to meet all future repairs and replacements. If additional funds are needed the Association has the right to increase regular assessments, levy special assessments borrow or delay repairs and replacement until funds are available.

**Board of Director's 2024 Approved Budget
For the Period of January 1, 2024 through December 31, 2024**

Hammock Isles Villas

Budget for Reserves for Capital Expenditures and Deferred Maintenance

	<u>Annually</u>	<u>Quarterly</u>
Operating Assessment	3,136	784
Reserves Hammock Isles Villas	68	17
<i>Hammock Isles Villas</i>	3,205	801
VCA - Master Fee	690	172
VCA - Access Control Fee	510	127
VCA Bulk Communication Fee	1,211	303
Hammock Isles Master Fee	1,493	373
(a) Hammock Isles Master Fountain Assessment	400	100
<i>Total Assessment Due*</i>	7,508	1,877

2024 Assessments = \$1877 per quarter

Summit-Broad-Band Monthly Communication Cost

Basis Cable TV and digital Plus	33.90	(a) Fountain Assessment
Internet	28.79	2023 \$800 Annually
Phone Lines	7.40	2024 \$400 Annually
Internet Network Surcharge	21.56	
Taxes, FCC fees, 911 fees	9.29	
	<u>100.94</u>	

Summit Broadband yearly = \$ 1211.28

HAMMOCK ISLES VILLAS HOA, INC.

Balance Sheet
As of 12/31/23

ASSETS

CURRENT ASSETS

Cash

1009	First Horizon Bank Oper #9005	\$ 43,872.10	
	Sub-Total Cash		\$ 43,872.10

Reserves

1020	First Horizon Bank Res #0198	\$ 11,895.99	
	Sub-Total Reserves		\$ 11,895.99

Accounts Receivable

		\$.00	
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		\$ 55,768.09	
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Other Assets

1690	Prepaid Insurance	\$ 1,689.79	
	Total Other Assets		\$ 1,689.79

		\$ 57,457.88	
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LIABILITIES & EQUITY

CURRENT LIABILITIES:

2110	Accounts Payable	\$ 3,004.82	
2250	Owners Prepaid	39,447.84	
	Subtotal Current Liab.		\$ 42,452.66

EQUITY & RESERVES

RESERVES:

3000	Reserves - Unallocated	\$ 270.10	
3002	Reserves - Irrigation	4,020.00	
3004	Reserves - Landscape Replace	1,100.00	
3006	Reserves - Def Maint & Cap Exp	6,505.89	
	Subtotal Reserves		\$ 11,895.99

EQUITY:

3300	Retained Earnings	\$ (703.17)	
	Current Year Net Income/(Loss)	3,812.40	

HAMMOCK ISLES VILLAS HOA, INC.

Balance Sheet
As of 12/31/23

Subtotal Equity	<hr/>	\$ 3,109.23
TOTAL LIABILITIES & EQUITY		<hr/>
		\$ 57,457.88
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use-only and not intended for third-party use.

HAMMOCK ISLES VILLAS HOA, INC.

Income/Expense Statement
Period: 12/01/23 to 12/31/23

Account	Description	Current Period			Year-To-Date			Yearly Budget
		Actual	Budget	Variance	Actual	Budget	Variance	
INCOME:								
04145	Maintenance Fees	18,323.00	18,356.62	(33.62)	219,876.00	220,279.00	(403.00)	220,279.00
04150	Reserve Fees	.00	332.12	(332.12)	4,088.00	3,985.00	103.00	3,985.00
04151	V.C.A. Fees	4,015.00	4,004.88	10.12	48,180.00	48,059.00	121.00	48,059.00
04152	Access Control Fees	2,920.00	2,907.88	12.12	35,040.00	34,895.00	145.00	34,895.00
04153	Hammock Isles Master Fees	8,638.34	8,644.38	(6.04)	103,660.00	103,733.00	(73.00)	103,733.00
04154	Hammock Isles Fountain Assmt	4,866.66	4,866.74	(.08)	58,400.00	58,400.00	.00	58,400.00
04155	Bulk Communication Fees	7,129.66	7,129.88	(.22)	85,556.00	85,559.00	(3.00)	85,559.00
04190	Spec Assmt-Hurricane/Landscap	.00	.00	.00	14,600.00	.00	14,600.00	.00
04200	Late Charge Fees / Interest	.00	.00	.00	6.62	.00	6.62	.00
04250	Interest Income - Reserves	6.35	.00	6.35	111.44	.00	111.44	.00
04295	Miscellaneous Income	.00	.00	.00	222.85	.00	222.85	.00
04499	Prior Year Surplus(Defecit)	.00	416.63	(416.63)	.00	5,000.00	(5,000.00)	5,000.00
	TOTAL INCOME	45,899.01	46,659.13	(760.12)	569,740.91	559,910.00	9,830.91	559,910.00
EXPENSES								
ADMINISTRATIVE								
06010	Bad Debt/Uncollectible Fees	.00	166.63	166.63	.00	2,000.00	2,000.00	2,000.00
06025	Corporate Filing Fee	.00	5.12	5.12	61.25	61.00	(.25)	61.00
06040	Management/Bookkeeping	1,000.00	1,030.00	30.00	12,000.00	12,360.00	360.00	12,360.00
06045	Accounting(tax return) & Audi	.00	29.13	29.13	450.00	350.00	(100.00)	350.00
06046	Legal	.00	83.37	83.37	.00	1,000.00	1,000.00	1,000.00
06050	Office Expense	124.34	100.00	(24.34)	1,554.19	1,200.00	(354.19)	1,200.00
06052	Postage	78.51	21.63	(56.88)	443.16	260.00	(183.16)	260.00
	SUB-TOTAL ADMINISTRATIVE	1,202.85	1,435.88	233.03	14,508.60	17,231.00	2,722.40	17,231.00
UTILITIES								
06105	Irrigation Water	1,619.32	1,750.00	130.68	20,041.01	21,000.00	958.99	21,000.00
	SUB-TOTAL UTILITIES	1,619.32	1,750.00	130.68	20,041.01	21,000.00	958.99	21,000.00
GROUNDS								
06145	Grounds Repairs/Maintenance	.00	33.37	33.37	.00	400.00	400.00	400.00
06162	Sod/Plantings/Tree Trimming	.00	416.63	416.63	4,700.00	5,000.00	300.00	5,000.00
06163	Irrigation Maint & Repairs	1,385.50	500.00	(885.50)	5,912.44	6,000.00	87.56	6,000.00
06164	Landscape Common & Buildings	12,022.64	11,749.87	(272.77)	140,771.68	140,998.00	226.32	140,998.00
06165	Mulch	.00	2,154.13	2,154.13	22,785.00	25,850.00	3,065.00	25,850.00
06230	Pest Control Buildings	.00	300.00	300.00	3,564.00	3,600.00	36.00	3,600.00
06250	Contingency	.00	16.63	16.63	50.00	200.00	150.00	200.00
	SUB-TOTAL GROUNDS	13,408.14	15,170.63	1,762.49	177,783.12	182,048.00	4,264.88	182,048.00
MASTER ASSOCIATION								
06300	VCA Master Association Fees	4,005.03	4,004.88	(.15)	48,060.28	48,059.00	(1.28)	48,059.00
06302	Access Control Fee	2,908.07	2,907.88	(.19)	34,896.92	34,895.00	(1.92)	34,895.00
06303	Bulk Communication Fees	7,129.91	7,129.88	(.03)	85,558.92	85,559.00	.08	85,559.00
06305	Hammock Isles Master Fees	13,505.00	13,511.12	6.12	162,060.00	162,133.00	73.00	162,133.00

HAMMOCK ISLES VILLAS HOA, INC.

Income/Expense Statement
 Period: 12/01/23 to 12/31/23

Account	Description	Current Period			Year-To-Date			Yearly
		Actual	Budget	Variance	Actual	Budget	Variance	Budget
	SUB-TOTAL MASTER ASSOCIATIO	27,548.01	27,553.76	5.75	330,576.12	330,646.00	69.88	330,646.00
INSURANCE								
06310	Insurance - Package	337.97	416.63	78.66	4,323.22	5,000.00	676.78	5,000.00
	SUB-TOTAL INSURANCE	337.97	416.63	78.66	4,323.22	5,000.00	676.78	5,000.00
RESERVES								
06430	Reserves - Unallocated	6.35	.00	(6.35)	111.44	.00	(111.44)	.00
06442	Reserves - Irrigation	.00	7.50	7.50	90.00	90.00	.00	90.00
06444	Reserves - Landscape Replace	.00	.00	.00	14,600.00	.00	(14,600.00)	.00
06446	Reserves - Def Maint & Cap Ex	.00	324.62	324.62	3,895.00	3,895.00	.00	3,895.00
	SUB-TOTAL RESERVES	6.35	332.12	325.77	18,696.44	3,985.00	(14,711.44)	3,985.00
	TOTAL EXPENSES	44,122.64	46,659.02	2,536.38	565,928.51	559,910.00	(6,018.51)	559,910.00
	Current Year Net Income/(loss)	1,776.37	.11	1,776.26	3,812.40	.00	3,812.40	.00

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