Spring Woods
MOBILE HOME SUBDIVISION
HOME OWNERS ASSOCIATION INC.

2026

COMMUNITY INFORMATION PACKET

Welcome Guide, Resident Rules & Governing Documents Digest

This compilation is provided as a complete reference manual for prospective buyers, real estate professionals, title agents, and current community residents.

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Resident Portal Support:
Submit service tickets via swmhs.org

PUBLISHED BY AUTHORITY OF THE BOARD OF DIRECTORS
Spring Woods Mobile Home Subdivision Homeowners Association, Inc.
A Deed-Restricted, Resident-Owned and Operated Corporation
Established 1983 • North Fort Myers, Lee County, Florida

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LETTER FROM THE BOARD OF DIRECTORS

Dear New Resident,

On behalf of the Board of Directors and your fellow neighbors, we welcome you to the community of Spring Woods! We hope you are enjoying your new home as you get settled in. Spring Woods is a **deed-restricted mobile home subdivision** that is fully resident-owned and operated. Our community is governed by a Declaration of Covenants, Conditions, Charges, Restrictions and Reservations, a Code of Bylaws, and Rules and Regulations voted into effect by the community. These instruments were designed to protect residents, preserve neighborhood aesthetics, and safeguard property values.

Because our community is home to a wonderfully diverse group—including elderly individuals, young families, children, and pets—we ask everyone to strictly observe our community speed limits, stop signs, and common area regulations. Our shared common grounds are for the peaceful enjoyment of all; we ask that you do not litter, loiter, or utilize these recreational properties as a public dog park.

Please review this comprehensive packet carefully to gain a full understanding of how Spring Woods operates. You are always welcome to stop by the Association Office, call us at (239) 543-8172, or email us at info@swmhs.org with any questions.

Sincerely,
The Board of Directors
Spring Woods Mobile Home Subdivision Homeowners Association, Inc.

PART I: RESIDENT WELCOME & HOUSING GUIDE

1. ASSESSMENT COLLECTION POLICY

To fund the upkeep of shared infrastructure, including the recreational swimming pool, common clubhouse, compound area, streetlights, and consolidated waste disposal, the Association levies regular monthly assessments. The Board of Directors has established a strict collection policy to maintain financial stability and equity among all owners:

• **Due Date:** Assessments are due in advance on the 1st day of each calendar month.

- **Delinquency:** An assessment is legally delinquent if not physically received by the Association on or before the 15th day of the month. On the 16th, late notices are mailed, and interest automatically accrues at a rate of **18% per annum (year)**, calculated starting from the original 1st due date.
- **Legal Referral:** If a regular assessment remains unpaid on the 1st day of the following month, the account is immediately forwarded to the Association Attorney for legal collection. The delinquent owner is personally liable for all associated attorney fees.
- **Property Liens & Foreclosure:** If an owner neglects to satisfy the delinquency 45 days after a legal Demand Letter has been mailed, the Association will place a lien on the property. The Attorney is authorized to enforce the debt via a Foreclosure action against the real estate.
- **Allocation of Payments:** The Association does not accept partial payments. Payments are accepted via cash, check, or money order only (credit/debit cards are not accepted). Payments are applied first to outstanding attorney fees, then to interest, and finally to the oldest outstanding assessment debt.
- **Hardship Exceptions:** The Board of Directors may, at its sole discretion, elect to deviate from these enforcement policies in documented cases of extreme personal hardship.

2026 ASSOCIATION ASSESSMENT SCHEDULE

Regular assessments include the cost of garbage collection, recycling, yard waste horticulture pickup, streetlights, pool maintenance, clubhouse operations, and common area landscape management. The approved rates are stable for the years 2026, barring any unforeseen emergencies or catastrophes.

LOT & HOUSING TYPE	MONTHLY	QUARTERLY	SEMI-ANNUAL (3% Disc.)	ANNUAL (6% Disc.)
Residence on Single Lot	$78.00 (Due 1st)	$234.00 (Due Jan/Apr/Jul/Oct 1)	$454.00 (Save $14.00 • Due Jan/Jul 1) *After 15th: $468.00	$880.00 (Save $56.00 • Due Jan 1) *After 15th: $936.00
Residence on Double Lot	$117.00 (Due 1st)	$351.00 (Due Jan/Apr/Jul/Oct 1)	$681.00 (Save $21.00 • Due Jan/Jul 1) *After 15th: $702.00	$1,320.00 (Save $84.00 • Due Jan 1) *After 15th: $1,404.00
Single Empty Lot	$39.00 (Due 1st)	$117.00 (Due Jan/Apr/Jul/Oct 1)	$227.00 (Save $7.00 • Due Jan/Jul 1) *After 15th: $234.00	$440.00 (Save $28.00 • Due Jan 1) *After 15th: $468.00

2. SOLID WASTE, RECYCLING & YARD WASTE PROGRAM

To maximize efficiency and reduce commercial traffic, **all solid waste collection services are consolidated onto Friday mornings weekly**. Standard trash, recycling, and horticulture (yard waste) are picked up on the same day. Large bulk items (such as household furniture and appliances) are also picked up on Fridays.

- **Collection Schedule:** All containers, recycling bins, and yard waste must be curbside **prior to 6:00 AM on Friday**. Curbside pickup service begins early. To preserve community appearance, do not place cans curbside more than 24 hours before pickup, and retrieve empty cans within 24 hours of collection.
- **Weight Limits:** Individual trash bags or standard containers must not exceed **50 pounds in weight**. Overweight bags or bins will be left uncollected.
- **Palm Fronds & Yard Waste:** Palm fronds do *not* need to be cut or tied, but they must be stacked neatly at the curbside in piles weighing under 50 pounds. Tree branches and limbs must be cut to lengths of **6 feet or less**, tied securely into bundles, and placed neatly at the curb. Small grass clippings, leaves, and twigs must be bagged (plastic or paper yard waste bags) or placed inside your own personal garbage cans.
- **Bunding Bulk Items:** For large bulk furniture or appliances, please place them at the curb on Friday. Contact Waste Pro to coordinate special handling if heavy bulk items are not collected during the standard run.

• **Holiday Exceptions:** Collection days falling on official holidays will be pushed to the next day (Saturday).

3. ESSENTIAL UTILITIES & PUBLIC SERVICES DIRECTORY

Spring Woods pays standard commercial utility rates for public lighting and solid waste removal. For individual residential accounts, hookups, and repair outages, residents must contact the public providers directly:

UTILITY & SERVICE PROVIDER	CONTACT PHONE	LOGISTICAL & REPAIR SERVICES
Waste Pro USA 13110 Rickenbacker Parkway Fort Myers, FL 33913	(239) 337-0800	Solid waste collection, recycling, horticulture, and bulk pickups. Call to request replacement garbage/recycling containers.
Lee County Electric Co-op (LCEC) PO Box 3455 North Fort Myers, FL 33918	(239) 656-2300 (800) 263-2300 WWW.LCEC.net	Electrical service, residential hookups, and streetlight outages. Report streetlight pole issues by providing LCEC with the specific pole number (e.g., S9999XX) and lot address.
Lee County Utilities (LCU) 7391 College Parkway Fort Myers, FL 33907	(239) 533-8845 WWW.leegov.com/utilities	Municipal water supply and billing. To establish service, residents must submit a completed application, State ID, and proof of property ownership (purchase agreement or lot lease).
Florida Gov't Utility Authority (FGUA) 9841 Bernwood Place Dr, Ste 120 Fort Myers, FL 34966	(239) 543-2226 WWW.fgua.com	Wastewater and sewer utility services. Submit a completed FGUA service request along with a security deposit to establish wastewater connection.
Comcast / Xfinity 1418 SE 10th Street Cape Coral, FL 33990	(800) 266-2278 (800) XFINITY	Local cable TV, high-speed broadband internet, and residential landline services.
CenturyLink / Brightspeed (Local Branch)	(877) 862-9343	Traditional telephone line connections and fiber-optic/DSL high-speed internet service.
Dish Network / DirecTV (Satellite Services)	Dish: (855) 821-2849 DirecTV: (888) 795-9488	Alternative satellite-based digital television services. Note: Dish installations are subject to HOA architectural review.

4. COMMUNITY MESSAGE CENTERS & POSTAL BOXES

Spring Woods HOA utilizes central mailbox stations at the community entrance. The HOA has upgraded these stations with heavy-gauge aluminum, weather-resistant cluster boxes. To preserve this capital investment, **no stickers, decals, or markings of any kind are permitted** on mailboxes or pedestals. Repair costs for mailbox damage are the responsibility of the property owner, billed at standardized rates:

MAILBOX PART / REPLACEMENT ITEM	ESTIMATED REPAIR / REPLACEMENT COST
Mailbox Door Hinges (Set of 2)	$25.00 to $75.00
Individual Mailbox Key & Lock Cylinder Kit	$25.00 to $100.00
Individual Tenant Mailbox Door	$50.00 to $150.00
Large Parcel Delivery Doors (Medium/Large)	$70.00 to $150.00
Parcel Door Lock Cylinder Kit	$50.00 to $100.00
Heavy-Gauge Aluminum Pedestals & Mounting Posts	$200.00 to $300.00

Community Bulletins: Official message boards are located at the main mailbox area, the swimming pool, and the Association Office. These bulletin boards are reserved for official HOA notices, Board meeting agendas, and Social Committee flyers. Residents may submit clean, non-commercial announcements to the office for Board approval and posting.

5. DIGITAL RESIDENT SUPPORT PORTAL (SWMHS.ORG)

Spring Woods HOA operates an official community website at **swmhs.org**. To modernize operations, reduce administrative overhead, and expedite response times, all residents and property owners are highly encouraged to register for a secure digital account.

Once logged into the **Resident Portal** at **swmhs.org**, homeowners can bypass paper forms and file service requests directly with our administrative team. The **Submit Ticket** interface is designed to handle:

- **Maintenance Requests:** Report damage to common property, including streetlights, swimming pool area, clubhouse facilities, or community fences.
- **Incident Reports:** Log non-emergency community issues, rule violations, or general nuisance activities for administrative follow-up.
- **Architectural Review Board (ARB) Applications:** Submit digital renovation requests, paint proposals, fence outlines, and concrete carport permits directly to the Board for expedited review.
- **General Inquiries:** File questions regarding assessment account balances, mailbox key replacements, storage compound space availability, or any other community business. Each digital ticket is assigned a unique tracking number, ensuring a prompt response.

> *REGISTER TODAY: Visit swmhs.org and click 'Resident Register' to activate your account. Receive real-time email notifications regarding priority neighborhood alerts and community notices!*

PART II: COMMUNITY RULES & AMENITY REGULATIONS

6. CLUBHOUSE ACCESS, PRIVATE RENTALS & ACTIVITIES

The Spring Woods Clubhouse is a private recreational facility intended for the exclusive use of residents and their " "registered guests. The Board of Directors enforces strict clubhouse rules to ensure safety, cleanliness, and mutual respect:

- **Age Restrictions:** Access is restricted to residents **18 years of age and older**. Anyone under 18 must be accompanied at all times by an adult resident parent or guardian who is fully responsible for their conduct.
- **Appropriate Attire:** Proper clothing—including shirts, pants, and shoes—must be worn at all times while inside the Clubhouse.
- **Prohibited Activities:** Running, horseplay, skateboards, rollerblading, throwing balls, swinging golf clubs, foul language, or any actions that could damage the building or cause injury are strictly prohibited.
- **Billiard Room (Pool Table) Regulations:** Players must be 18 years of age or older. Cues must be placed in their racks when done, billiard balls must not be removed from the table or slammed, and trick jumping is prohibited. **Never place beverages or sit on the pool table.** Replace the dust cover when finished and clean the billiard area.
- **Suspension of Privileges:** Any misuse of clubhouse facilities or equipment will result in the immediate suspension of clubhouse privileges. Violators are warned once; a second infraction results in an order to exit. Refusal to leave constitutes trespassing, and the Lee County Sheriff will be called to make an arrest. If an owner is found in violation, their privileges may be suspended for **one full year**, and the owner is liable for any resulting legal fees.

CLUBHOUSE PRIVATE PARTY RENTAL AGREEMENT

Homeowners and qualified renters may lease the Clubhouse for private social events (business-related events are strictly prohibited). Rentals must be coordinated with the office at least **three weeks in advance**. Occupancy is capped at a maximum of **164 people**. No food or open beverages may be left in the Clubhouse or refrigerator overnight.

RESIDENT LEASE CATEGORY	MANDATORY REFUNDABLE CLEANING DEPOSIT	REFUND POLICY & INSPECTION
Homeowners / Lot Owners	**$150.00 Refundable Deposit & $25.00 Non-Refundable Fee** (Paid via two separate instruments due at booking)	The Board conducts an inspection after your event. Up to **$150.00 of the cleaning deposit is refunded** if the facility is left clean, garbage is removed, and there is no damage to the Clubhouse or equipment. The separate $25.00 rental fee is non-refundable.
Renters / Non-Owners	**$250.00 Deposit** (Payable in two separate instruments of $125.00 each, requiring written landlord approval)	Subject to identical Board cleanup standards. Up to **$150.00 is refunded** if left in perfect, undamaged condition.

RECURRING COMMUNITY SOCIAL ACTIVITIES

The Social Activities Committee plans a small selection of recurring events to promote community harmony. Coffee and donut socials have been removed from the schedule. Sunday Night Bingo is the primary recurring activity scheduled to resume:

COMMUNITY EVENT	SCHEDULED DAY & FREQUENCY	TARGET AUDIENCE	OPERATIONAL HOURS
Sunday Night Bingo	Every Sunday Evening	All Residents & Guests	6:00 PM to Conclusion

7. SWIMMING POOL COMPOUND RULES & SAFETY

SWIM AT YOUR OWN RISK – NO LIFEGUARD IS ON DUTY. CALL 911 FOR ALL EMERGENCIES.

The swimming pool compound is under **24-hour video surveillance**. Access is a privilege contingent on strict compliance with Florida State Sanitary Codes and Association guidelines:

- **Hours & Capacity:** The pool is open daily from **9:00 AM to 9:00 PM** (or dusk, whichever is earlier). The maximum bather capacity is **28 people**. Swimmers must exit immediately during rain, lightning, or severe weather.
- **Resident Priority:** If the pool reaches capacity, homeowners have first priority, tenants second, and guests third. In bather-overload situations, the last guests to enter will be asked to leave.
- **Sanitation & Decontamination Fees:** Swimmers must shower before entering. Children wearing standard diapers are **strictly prohibited** from the pool; only leak-proof swim diapers are permitted. If bather actions result in biological contamination, the homeowner is fully liable for all professional decontamination costs mandated by the Lee County Health Department.
- **Prohibited Items:** Food, alcohol, soda, and glass containers are strictly prohibited on the pool deck or in the water. Food and beverages (in unbreakable plastic/aluminum containers) are permitted *only* under the covered pool canopy. Chewing gum, toys, rafts, floats, tubes, baby pools, and animals are strictly prohibited.
- **Family Appropriate Attire:** Proper swim attire is required. Men must wear swimsuits or hemmed shorts (no denim jeans, cutoffs, or thongs). Women must wear standard swimsuits or hemmed shorts (no bras or thongs).
- **Access Keys & Deposits:** The first pool gate key requires a refundable **$20.00 deposit**. The first replacement key requires a **$30.00 deposit**, and any subsequent keys require a **$50.00 deposit**. Loaning or duplicating keys is strictly prohibited; violators will have their keys confiscated and their privileges suspended for one month.
- **Behavior & Violations:** No horseplay, running, diving, yelling, or loud music. A first offense results in a **one-month suspension** of pool and common area privileges. A second offense results in a **two-month suspension**. Residents may request a hearing with the Violations Committee to appeal suspensions.
- **Trespassing:** Any person entering the locked pool compound after hours is trespassing. First-offense trespassers lose pool and common area privileges for three months; second-offense violators are suspended for six months. **All trespassers will be prosecuted to the full extent of Lee County law.**
- **Age Restrictions: No children under 18 permitted unless accompanied by an adult 21 years or older.**

> *PLEASE POOL YOUR RESPONSIBILITIES: Spring Woods is not in a financial position to make constant repairs resulting from vandalism or neglect. Please treat the pool with care so the Board is not forced to close the facility permanently!*

8. RECREATIONAL BASKETBALL COURT RULES

USE THE BASKETBALL COURT AT YOUR OWN RISK. The court is open daily from **9:00 AM to Dusk**. The Association assumes no liability for personal injury or property loss:

- **Eligibility:** Use of the court is restricted to residents and guests. Residents in assessment arrears are ineligible to utilize the basketball court.
- **Supervision:** Children under the age of 14 must be supervised at all times by an adult resident (18 years or older).
- **Prohibited Behavior:** No glass containers, alcoholic beverages, profanity, loud music, or rowdy behavior. No motor vehicles of any kind are permitted inside the fenced court area.
- **Enforcement:** Violators risk losing all community privileges, including pool and common area access, for **30 days**. Trespassers will be prosecuted by the Lee County Sheriff.

9. SECURE VEHICLE & BOAT STORAGE COMPOUND

To prevent street parking clutter and maintain subdivision aesthetics, the Association operates a secure, gated parking compound. The compound is open daily from **7:00 AM to 8:00 PM** (no access is permitted overnight, except in emergencies). Use is subject to a signed Storage Agreement and strict guidelines:

- **Eligibility & Arrears:** Only homeowners and renters with accounts in good standing may utilize the compound. If a resident's assessment account becomes **more than 30 days in arrears**, any stored property must be removed from the compound immediately.
- **Authorized Vehicles:** Storage is strictly limited to personal cars, light trucks, pick-up trucks, vans, boats on trailers, recreational vehicles (RVs), motor homes, campers, and jet skis on trailers. Storing loose building materials, scrap, or debris is strictly prohibited.
- **Registration & Tags:** Every vehicle, vessel, or trailer must be registered with the Association Office, carry a visible registration tag, and have current state license plates/registration. Unregistered vehicles are towed at the owner's expense.
- **Maintenance Standards:** Vehicles must be kept in clean, road-worthy condition. Flat tires must be inflated, and stored units must be mobile (capable of being driven or pulled). Only minor emergency repairs (tire changes, battery jumps, or supply loading) are permitted. Engine teardowns or major motor repairs are prohibited.
- **Boat Block Requirements:** Boat trailers are required for storage. If a boat is stored off a trailer, the owner must obtain prior Board approval and block the vessel safely on solid blocks.
- **Assigned Spaces & Clearances:** All property must be parked inside its assigned, numbered space. Parked property must maintain a minimum distance of **36 inches away from the perimeter fence** to allow the Association landscapers to trim the grass.

PART III: HOA LEGAL & GOVERNING DOCUMENTS DIGEST

10. LEGAL STATUS & CERTIFIED COPIES STATEMENT

Spring Woods is a deed-restricted mobile home subdivision established under the laws of the State of Florida. The underlying chain of title for every lot in the subdivision is legally bound by recorded protective covenants, conditions, and restrictions. These legal covenants are recorded in the Public Records of Lee County, Florida, and run with the land, meaning they are binding upon all current and future owners, purchasers, realtors, and tenants.

NOTICE OF LEGAL ORIGINAL INSTRUMENTS: This digest serves as a plain-language summary of major deed restrictions and bylaws for reference purposes. It does not replace the legally recorded covenants. The original, legally filed, notarized, and county-registered documents (including the 1983 Covenants, 1983 Amended Declaration, 1992 recorded Amendments, and official Bylaws) are available for inspection at the Association Office, or digitally on the community website at **swmhs.org**. Copies of these original recorded instruments may be requested from the Association Secretary at any time.

11. ARCHITECTURAL DEED RESTRICTIONS & HOME CODES

To ensure structural safety, aesthetic uniformity, and long-term property values, any construction, exterior painting, renovation, or installation of homes and outbuildings must receive written Board approval prior to starting. The Covenants mandate several strict architectural specifications:

- **Home Size Requirements:** All mobile homes must have a minimum width of **14 feet** and a minimum length of **56 feet**, and must have been manufactured in 1977 or later. The total heated living area must consist of **at least 728 square feet**.
- **Mandatory Decorative Skirting:** Every home must be skirted with high-quality, professional decorative skirting from the ground to the bottom frame of the home. **Skirting must be fully installed within 15 days of placing the home on the lot.**
- **Concrete Carport & Shed Requirements:** Homeowners must construct a concrete carport with a minimum size of **13' x 26' (338 square feet)**, mounted on a solid concrete slab 12 feet wide or wider and 30 feet long or longer. A matching utility storage shed, sized at **6' x 8' or larger**, must be constructed within 30 days of placing the home on the lot.
- **Driveway & Drainage Culvert:** Every lot must have a concrete driveway at least 11 feet wide and a minimum of 70 feet in length from the road. To maintain stormwater drainage, homeowners must install a heavy-duty concrete drainage culvert under the driveway within 14 days of home placement. The culvert must be concrete and carry a minimum diameter of **15 inches (squash equivalent)** to comply with county and subdivision drainage patterns.
- **Landscaping & Plantings:** Homeowners must plant and maintain a minimum of **ten (10) shrubs** on their lot within 60 days of home placement. Double-wide lots require a masonry planter with a minimum of 4 shrubs (7 shrubs for double-wides with homes facing the road).
- **Deed-Restricted Prohibitions:** Drill-boring water wells, burning garbage, trash, or refuse, and erecting outdoor clothesline drying racks (other thanbehind the home) are strictly prohibited. Street parking, lawn parking, and home hitch tongues are forbidden.

12. CORPORATE GOVERNANCE & ASSOCIATION STRUCTURE

Spring Woods Mobile Home Subdivision Homeowners Association, Inc., is established as a Florida non-profit corporation. The Association is tasked with managing corporate assets, collecting assessments, maintaining common infrastructure, and enforcing the recorded Covenants and Rules:

The Declarant & Resident Transition: The original Declarant named in the protective covenants is **Syndicate 97**, a Florida Land Trust. Syndicate 97 was the developer that platted the subdivision and originally held the developer 'Class B' super-voting privileges. Per Article IV of the Bylaws, Syndicate 97's 'Class B' super-voting privileges expired on January 1, 1986, transitioning Spring Woods into a fully resident-owned and operated corporation. The Declarant no longer holds active governance privileges.

Board of Directors Size & Minimums: Under Section 27 of the legally recorded September 3, 1992 Covenant Amendment, the Association's optimal board size consists of **five (5) members** (comprising 4 full-time resident homeowners and 1 representative). However, Article II, Section 1 of the Code of Bylaws authorizes the Board of Directors to be composed of a **minimum of three (3) directors**. Operating with 3 directors is legally valid to form a quorum and conduct community business in circumstances where there is a lack of willing resident volunteers.

Vacancies & Open Invitation to Serve: The Board of Directors currently operates at its legal minimum size of three directors. The Association actively encourages and seeks qualified resident homeowners to serve on the Board. Under the Bylaws, the Board has the authority to immediately appoint any willing, qualified, and eligible volunteer to fill a vacant seat at any time. Homeowners interested in serving are urged to contact the Association President or submit an inquiry via swmhs.org.

Annual Meetings & Quorums: The annual meeting of the membership is held on the **third Wednesday of January**. The Bylaws mandate that a quorum of **fifty percent (50%) of the eligible membership** (represented in person or by written proxy) must be present to conduct official business, hold elections, or ratify covenant amendments.

The Violations Committee: To ensure fair enforcement of rules, the Board of Directors operates a Violations Committee. If a homeowner is cited for a deed restriction violation or bather rule infraction, they are entitled to a formal hearing before the Violations Committee to contest any fines or common area privilege suspensions.

LEGAL DISCLAIMER & DOCUMENT CONTROL: This handbook is an administrative compilation designed to summarize the community's operational rules and deed restrictions for the 2026/2027 calendar years. All guidelines are subject to change by official vote of the Board of Directors or the general membership as prescribed under Florida Statute Chapter 720. In the event of a conflict between the summaries contained in this welcome guide and the officially recorded Covenants, Amended Declarations, or Bylaws of Lee County, Florida, the officially recorded instruments shall always govern.