INSTR # 2014000031796, Doc Type RES, Pages 42, Recorded 02/17/2014 at 10:24 AM, Linda Doggett, Lee County Clerk of Circuit Court, Rec. Fee \$358.50 Deputy Clerk LAMBROSIO

CERTIFICATE OF AMENDMENT

THE UNDERSIGNED, being the duly and acting President of Vanderbilt Community Services Association, Inc., a Florida corporation not for profit, hereby certifies that at a meeting of the members held on January 13, 2014, where a quorum was present. after due notice, the resolution set forth below was approved by the vote indicated for the purpose of amending the Declaration of Covenants, Conditions and Restrictions of Vanderbilt Lakes as originally recorded at O.R. Book 1797, Pages 725 et seq., Public Records of Lee County, Florida, as previously amended and the Articles of Incorporation and By-Laws of Vanderbilt Community Services Association, Inc.

1. The following resolution was approved by a majority of the votes of all Members present in person or by proxy at the meeting.

Hor use by Clerk of Court)

RESOLVED: That the Declaration of Covenants, Conditions and Restrictions of Vanderbilt Lakes be amended and the amendment is adopted in the form attached hereto, and made a part hereof,

2. The following resolution was approved by the affirmative vote of a majority of each class of voting members present in person or by proxy at the meeting.

RESOLVED: That the Articles of Incorporation of Vanderbilt Community Services Association, Inc. be amended and the amendment is adopted in the form attached hereto, and made a part hereof.

3. The following resolution was approved by the affirmative vote of a majority of each class of members existing at the timo of and present in person or by proxy at the meeting.

RESOLVED: That the By-Laws of Vanderbilt Community Services Association, Inc. be amended and the amendment is adopted in the form attached hereto, and made a part hereof.

(1) Witness Prent Name

Witness

VANDERBILT COMMUNITY SERVICES

ASSOCIATION, INC.

Gary McKinney, President 28541 Winthrop Circle Bonita Springs, FL, 34134

STATE OF FLORIDA **COUNTY OF LEE**

(CORPORATE SEAL)

The foregoing instrument was acknowledged before me this 18 day of January . 2014, by Gary McKinney, as the aforenamed Corporation, on behalf of the Corporation. He is personally known to me or has produced 3038440328 O as identification.

> Notary Public - State of Florida My Comm. Expires Dec 18, 2017

Commission # FF 077991



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NOTE: SUBSTANTIAL AMENDMENT OF ENTIRE DECLARATION. FOR PRESENT TEXT SEE EXISTING DECLARATION OF COVENANTS.

AMENDED AND RESTATED DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS OF VANDERBILT LAKES

KNOW ALL MEN BY THESE PRESENTS that the original Declaration of Covenants, Conditions and Restrictions of Vanderbilt Lakes was recorded in Official Record Book 1797, at Page 725 *et seq.*, of the Public Records of Lee County, Florida. That Declaration, as it has previously been amended, is hereby further amended and is restated in its entirety, as amended.

The land subject to this Declaration (hereinafter "Vanderbilt Lakes" or the "Property") is legally described in Exhibits "A", "B", "C" and "D" to the original Declaration as amended. Those Exhibits are hereby incorporated by reference. No additional land is being added by this instrument. The covenants, conditions and restrictions contained in this Declaration shall run with the land and be binding upon and inure to the benefit of all present and future owners. The acquisition of title to a parcel or any other ownership interest in the Property, or the lease, occupancy or use of any portion of a parcel or the Property, constitutes an acceptance and ratification of all provisions of this Declaration as amended from time to time, and an agreement to be bound by its terms.

- 1. <u>DEFINITIONS</u>. The following words and terms used in this Declaration or any of the governing documents (unless the context shall clearly indicate otherwise) shall have the following meanings:
- **1.1** "Assessments" means a share of the funds required for the payment of common expenses which from time to time are assessed by the Association against an owner.
- **1.2** "<u>Articles</u>" and "<u>Bylaws</u>" as used herein, means the Articles of Incorporation and the Bylaws of Vanderbilt Community Services Association, Inc., as amended from time to time. A copy of the Amended and Restated Articles of Incorporation and Bylaws are attached hereto as Exhibits "E" and "F" respectively.
- **1.3** "Association" means Vanderbilt Community Services Association, Inc. (VCSA), a Florida corporation not for profit, which is responsible for the operation of Vanderbilt Lakes.
- **1.4** "Board" means the Board of Directors responsible for the administration of Vanderbilt Community Services Association, Inc.
- **1.5** "Common Areas" or "Common Properties" shall mean and refer to those areas of land intended to be devoted to the common use and enjoyment of the owners of The Properties. Common properties shall mean and refer to the parcels described in Exhibit "C."

- 1.6 "Common Expenses" means the expenses incurred by the Association in the course of performing its duties under the governing documents and the law. Common expenses of the Association include the costs of operating the Association, the costs of administration, maintenance, operation, repair and replacement of the common areas, other expenses declared by the governing documents to be common expenses, and any other valid expenses or debts of the common property as a whole of the Association which are assessed against the parcel owners.
- **1.7** "Common Surplus" means the excess of all receipts of the Association, including but not limited to assessments, rents, profits and revenues over the common expenses.
- **1.8** "<u>Declaration of Covenants</u>" means this Declaration of Covenants, Conditions and Restrictions, as amended from time to time.
- **1.9** "Family" or "Single Family" shall refer to any one of the following:
 - (A) One natural person.
 - (B) Two or more natural persons who commonly reside together as a single housekeeping unit.
- **1.10** "Governing Documents" means and includes this Declaration, the Articles and Bylaws, and all recorded exhibits thereto, as amended from time to time.
- **1.11** "Guest" means any person who is not the owner or a lessee of a home or residence or a member of the owner's or lessee's family, who is physically present in, or occupies a home or residence on a temporary basis at the invitation of the owner or other legally permitted occupant, without the payment of consideration.
- **1.12** "<u>Home</u>" or "<u>Residence</u>" means each one of the ninety-two (92) single family and three hundred forty (340) multi-family residences intended for residential use which are constructed on a lot or parcel.
- 1.13 "<u>Institutional Mortgagee</u>" means the mortgagee (or its assignee) of a mortgage against a parcel, which mortgagee is a bank, savings and loan association, mortgage company, insurance company, real estate or mortgage investment trust, pension or profit sharing trust, the Federal Housing Administration, the Veterans Administration, or any agency of the United States of America. The term also refers to any holder of a mortgage against a parcel which mortgage is guaranteed or insured by the Federal Housing Administration, the Veterans Administration, any agency of the United States of America, or by any other public or private corporation engaged in the business of guaranteeing or insuring residential mortgage loans, and their successors and assigns.
- **1.14** "Lease" means the grant by a residential owner of a temporary right of use of the owner's parcel and residence for valuable consideration.
- 1.15 "<u>Lot,"</u> "<u>Parcel</u>" or "<u>Unit</u>" means a parcel of land located within the real property described in Exhibits "A", "B", "C", and "D" upon which a home or residence has been or may be permanently placed and affixed and which fee simple title to the parcel has been conveyed to the owner of the home. No lot or parcel may be subdivided or joined together without the consent of the Association. "Unit" shall also refer to any portion of a building situated on the Properties, designed and intended for use and occupancy by an

entity. By way of example, but not limitation, the term "Unit" shall include a condominium apartment, a townhouse unit or any other form of single family residential dwelling including single family homes.

- **1.16** "Members" means and refers to those persons who are entitled to membership in the Association as provided in this Declaration and the Association's Articles of Incorporation and Bylaws.
- 1.17 "Occupy" when used in connection with a residential parcel, means the act of staying overnight in a home or residence. "Occupant" is a person who occupies a home or residence.
- 1.18 "Owner" or "Parcel Owner" means the record owner of legal title to a parcel or lot.
- **1.19** "Plat" means the plat of Vanderbilt Lakes recorded in Plat Book 36, Pages 92 through 97, inclusive, in the Public Records of Lee County, Florida.
- **1.20** "Primary Occupant" means the natural person approved for occupancy of a home or residence when title to the home or residence is held in the name of two or more persons, or by a trustee or a corporation or other entity which is not a natural person. When used in reference to a parcel owned in one of the forms listed above, the term "primary occupant" shall be synonymous with the term "owner." Tenants cannot be designated as Primary Occupants.
- **1.21** "Properties" or "Community" means all the real property which is subject to this Declaration as described in Exhibits "A", "B", "C" and "D" of the original Declaration.
- **1.22** "<u>Structure</u>" means that which is built or constructed, or any piece of work artificially built up or composed of parts joined together in some definite manner, the use of which requires a more or less permanent location on the ground. The term shall be construed as if followed by the words "or part thereof." The term includes, without limitation, swimming pools, storage sheds, playground equipment, fences, flagpoles and antennas.
- **1.23** "Voting Interests" means the voting rights distributed to the Association members pursuant to the Bylaws.

2. ASSOCIATION.

2.1 Membership. Every owner of a parcel shall be a member of the Association, and by acceptance of a deed or other instrument evidencing his ownership interest, each owner accepts his membership in the Association, acknowledges the authority of the Association as herein stated, and agrees to abide by and be bound by the provisions of this Declaration, the Articles and Bylaws, and the rules and regulations of the Association, as amended from time to time.

The Association shall have two (2) categories of membership as follows:

1) Single family lots located on the Exhibit "A" to the Declaration property shall be designated SF;

2) Multifamily or condominium units located on the Exhibit "B" to the Declaration property shall be designated MF.

Each SF lot shall be entitled to four (4) votes. Each MF unit shall be entitled to one (1) vote except for Bermuda Gardens units which do not have a vote.

When more than one person holds an interest in any Lot or Unit, all such persons shall be Members. The vote for such Lot or Unit shall be exercised as such Members may determine among themselves, but in no event shall more than one vote be cast with respect to any voting unit owned by MF Members, or more than four votes be cast with respect to any Lot owned by SF Members.

- **Voting Rights.** Voting rights are set forth in the Bylaws of the Association.
- **2.3** Articles of Incorporation. A copy of the Amended and Restated Articles of Incorporation of the Association is attached to this Declaration as Exhibit "E."
- **2.4 Bylaws.** The Bylaws of the Association shall be the Amended and Restated Bylaws attached to this Declaration as Exhibit "F," as they may be amended from time to time.
- **2.5 Delegation of Management.** The Association may contract for the management and maintenance of those portions of the Property it is required to maintain, and may authorize a licensed management agent to assist the Association in carrying out its powers and duties by performing such functions as the submission of proposals, collection of assessments, keeping of records, enforcement of rules and maintenance, repair and replacement of the common areas with funds made available by the Association for such purposes.
- **2.6** Acts of the Association. Unless the approval or affirmative vote of the parcel owners is specifically made necessary by some provision of the law or the governing documents, all approvals or actions permitted or required to be given or taken by the Association may be given or taken by its Board of Directors, without a vote of the parcel owners. The officers and Directors of the Association have a fiduciary relationship to the parcel owners. A parcel owner does not have the authority to act for the Association by reason of being a parcel owner.
- **2.7 Powers and Duties.** The powers and duties of the Association include those set forth in Chapters 617 and 720, Florida Statutes, and in the governing documents. The Association may contract, sue, or be sued with respect to the exercise or non-exercise of its powers and duties. For these purposes, the powers of the Association include, but are not limited to, the maintenance, management, and operation of the common areas. The Association may impose fees for the use of common areas or Association property. The Association has the power to enter into agreements to acquire leaseholds, memberships and other ownership, possessory, easement or use interests in lands or facilities for the use and enjoyment of the owners. The Board of Directors has the power to enter into bulk-rate contracts for communication services as defined in Chapter 202, Florida Statutes (such as basic cable television programming services, telephone), information services and/or internet services in bulk for the entire community, and the cost of such services shall be a common expense allocated on a per unit basis.
- **2.8** Official Records. The Association shall maintain its official records as required by law. The records shall be open to inspection by members or their authorized representatives at all reasonable times. The right

to inspect the records includes a right to make or obtain photocopies at the reasonable expense of the member seeking copies.

- **2.9** Purchase of Parcels. The Association has the power to purchase Vanderbilt Lakes parcels and to hold, lease, mortgage, or convey them, such power to be exercised by the Board of Directors.
- **2.10** Interests in Real Property. The Association has the power to acquire property, both real and personal. The power to acquire personal property shall be exercised by the Board of Directors. Except as otherwise provided in Section 2.9 above, the power to acquire, or convey ownership interests in real property shall be exercised by the Board of Directors only after approval by at least two-thirds (2/3rds) of the voting interests of the Association who are present and voting, in person or by proxy, at a duly called meeting of the members of the Association called for the purpose. However, the power to lease or grant easements to Association property or common areas shall be exercised solely by the Board of Directors.
- **2.11 Disposition of Personal Property.** Any personal property owned by the Association, may be mortgaged, sold, or otherwise encumbered or disposed of by the affirmative vote of a majority of the entire Board of Directors, without need for authorization by the parcel owners.
- **2.12** Roster. The Association shall maintain a current roster of names and mailing addresses of parcel owners, based upon information supplied by the parcel owners. A copy of the roster shall be made available to any member upon request.
- **3. ASSESSMENTS.** The provisions of this section shall govern assessments payable by all owners of parcels, for the common expenses of the Association not directly attributable to one of the parcels.
- **Covenant to Pay Assessments.** Each owner of a parcel by the act of becoming an owner covenants and agrees, and each subsequent owner of any parcel (including any purchaser at a judicial sale), by acceptance of a deed therefor, whether or not it shall be so expressed in such deed, is deemed to covenant and agree to pay the Association:
 - (A) the parcel owner's prorata share of annual assessments based on the annual budget adopted by the Association;
 - (B) the parcel owner's prorata share of special assessments for capital improvements or other Association expenditures not provided for by annual assessments; and
 - (C) any charges properly levied against individual parcel owner(s) without participation from other owners, and
 - (D) resale capital assessment due at the time of conveyance of a single family lot or a multi-family unit to a new owner. The resale capital assessment shall be due at the time of closing, payable by the buyer or otherwise negotiated between buyer and seller. The resale capital assessment shall be considered delinquent if not remitted to the Association within fourteen (14) days of the date of closing. The Board may waive the resale capital assessment in situations involving inter-familial and similar transfers for tax and estate planning reasons, including but not limited to an individual's

conveyance to a trust. The resale capital assessment shall be \$1000 for a single family lot transfer and \$500 for a multi-family unit transfer unless increased or decreased by the majority vote of the Board of Directors. Proceeds from the resale capital assessment will be placed in a reserve fund for capital improvements, or utilized in a manner established by the Board of Directors.

Assessments and charges shall be established and collected as provided herein and elsewhere in the governing documents. The owner of each parcel, regardless of how title was acquired, is liable for all assessments or installments thereon coming due while he is the owner. Multiple owners are jointly and severally liable. Except as provided in Section 3.10 below, whenever title to a parcel is transferred for any reason, the transferee is jointly and severally liable with the transferor for all unpaid assessments and charges against the transferor, regardless of when incurred, without prejudice to any right the transferee may have to recover from the transferor any amounts paid by the transferee. No owner may waive or otherwise escape liability for the assessments and charges provided for herein by waiver or non-use of the common areas, by abandonment, or otherwise. Except as provided elsewhere in the governing documents as to Institutional Mortgagees, no owner may be excused from the payment of assessments unless all owners are similarly excused. Assessments and other funds collected by or on behalf of the Association become the property of the Association. No parcel owner has the right to claim, assign or transfer any interest therein except as an appurtenance to his parcel. No owner can withdraw or receive distribution of his prior payments to the common surplus or Association reserves, except as otherwise provided herein or by law.

- **Purposes of Assessments.** The assessments levied by the Association shall be used for the purposes of promoting the security, health, safety and general welfare of the parcel owners and residents of Vanderbilt Lakes; to operate, maintain, repair, improve, construct, reconstruct and preserve, on a not for profit basis the common areas owned by the Association for the benefit of its members, their guests, tenants and invitees; and to perform all other duties and responsibilities of the Association as provided in the governing documents. Common expenses also include the funds necessary to provide reserve accounts for:
 - (A) renovation or major repairs to the common areas; and
 - (B) for emergency and other repairs required as a result of storm, fire, natural disaster or other casualty loss.
- 3.3 Share of Assessments. The owners of each lot or unit shall be jointly and severally liable for their undivided share of annual and special assessments. The owner of each lot or unit shall also be jointly and severally liable with prior lot or unit owners for all unpaid assessments that come due prior to the transfer of title. Assessments shall be allocated to the members as follows: Single family lot owners shall each pay a one ninety-second (1/92nd) share of 37.7% of the total annual Association budget or any special assessment. Multi-family unit owners from Carmel, Bermuda Cays, Bermuda Isles I and Bermuda Isles II neighborhoods shall pay a one two hundred sixtieth (1/260th) share of 20.3% of the total annual budget or special assessment. Multi-family unit owners from the Bermuda Gardens neighborhood shall pay a one eightieth (1/80th) share of 17% of the total annual budget or special assessment. Single-family unit owners from the Vanderbilt Lakes II neighborhood shall pay a one-one hundred second (1/102nd) share of 25% of the total annual budget or special assessment pursuant to that Access, Utility and Drainage Easement recorded on July 8, 1987 at O.R. Book1923, Page 1149 of the Official Records of Lee County, Florida.
- 3.4 <u>Lien</u>. The Association has a lien on each parcel for unpaid past due Association assessments and charges, together with interest, late payment penalties and reasonable attorney fees incurred by the

Association in enforcing this lien. The lien is perfected by recording a Claim of Lien in the public records of the county, which Claim of Lien shall state the description of the property encumbered thereby, the name of the record owner, the amounts then due and the dates when due. The Claim of Lien must be signed and acknowledged by an officer or agent of the Association. The lien shall continue in effect until all sums secured by said lien have been fully paid, and the lien satisfied or discharged. The Claim of Lien shall secure all unpaid assessments and charges, interest, costs and attorney fees which are due and which may accrue or come due after the recording of the Claim of Lien and before the entry of a final judgment of foreclosure. Upon full payment, the person making payment is entitled to a satisfaction of the lien.

- 3.5 Foreclosure of Lien. The Association may bring an action in its name to foreclose its lien for unpaid assessments or charges by the procedures and in the same manner as is provided in Section 718.116 of the Florida Condominium Act, as amended from time to time, for the foreclosure of a lien upon a condominium parcel for unpaid assessments. The Association may also bring an action at law against any owner liable for unpaid charges or assessments. If final judgment is obtained, such judgment shall include interest on the assessments as above provided and reasonable attorney fees to be fixed by the Court, together with the costs of the action, and the Association shall be entitled to recover reasonable attorney fees in connection with any appeal of such action.
- **3.6 Priority of Liens.** Except as otherwise provided by Section 720.3085, Florida Statutes, as it presently exists or as it may be amended from time to time, the Association's lien for unpaid charges or assessments shall be subordinate and inferior to any recorded first mortgage, unless the Association's Claim of Lien was recorded before the mortgage, but shall be superior to, and take priority over, any other lien or mortgage regardless of when recorded. Any lease of a parcel shall be subordinate and inferior to the lien of the Association, regardless of when the lease was executed.
- Application of Payments; Failure to Pay; Interest. Assessments, charges and installments thereon paid on or before ten (10) days after the date due shall not bear interest, but all sums not so paid shall bear interest at the highest rate allowed by law, calculated from the date due until paid. The Association may also impose a late payment fee (in addition to interest). Assessments, charges and installments thereon shall become due, and the parcel owner shall become liable for said assessments or installments, on the date established in the Bylaws or otherwise set by the Board of Directors for payment. All payments on account shall be applied first to interest, late payment fees, court costs and attorney fees, and then to delinquent charges or assessments. The Association may refuse to accept a partial payment which bears a restrictive endorsement and such will be the equivalent of no payment. No payment by check is deemed received until the check has cleared.
- 3.8 Acceleration. If any special assessment or installment of a regular assessment as to a parcel becomes more than thirty (30) days past due, and a Claim of Lien is recorded, the Association shall have the right to accelerate the due date of the entire unpaid balance of the residential parcel's assessments for that fiscal year. The due date for all accelerated amounts shall be the date the Claim of Lien was recorded in the public records. The Association's Claim of Lien shall secure payment of the entire accelerated obligation, together with interest on the entire balance, attorney fees and costs as provided by law; and said Claim of Lien shall not be satisfied or released until all sums secured by it have been paid. The right to accelerate shall be exercised by sending to the delinquent owner a notice of the acceleration, which notice shall be sent by certified or registered mail to the owner's last known address, and shall be deemed given upon mailing of the notice, postpaid.

If a unit owner fails to pay in full all assessments due under a lien and said default shall continue into a new fiscal year, the Association shall have the right to accelerate the due date of the entire balance of the residential parcel's assessments for that fiscal year as well. The due date for all accelerated assessments for that fiscal year shall be the first day of that fiscal year. The right to accelerate a new fiscal year's assessments shall be exercised by sending to the delinquent owner a notice of the acceleration, which notice shall be sent by certified or registered mail to the owner's last known address, and shall be deemed given upon mailing of the notice, postpaid.

- **3.9** Certificate as to Assessments. Within fifteen (15) days after request by a parcel owner or mortgagee, the Association shall provide a certificate (sometimes referred to as an "estoppel letter") stating whether all assessments and other monies owed to the Association by the parcel owner with respect to the parcel have been paid. Any person other than the parcel owner who relies upon such certificate shall be protected thereby.
- **3.10** Mortgage Foreclosure. The liability of a first mortgagee or its successor or assignees who acquire title to a unit by foreclosure or by deed in lieu of foreclosure for the unpaid assessments that became due prior to the mortgagee's acquisition of title is limited to the lesser of:
 - (A) The unit's unpaid common expenses and regular periodic or special assessments which accrued or came due during the twelve (12) months immediately preceding the acquisition of title and for which payment in full has not been received by the Association; or
 - (B) One percent (1%) of the original mortgage debt. The provisions of this paragraph 3.10 apply only if the first mortgagee joined the Association as a defendant in the foreclosure action. Joinder of the Association is not required if, on the date the complaint is filed, the Association was dissolved or did not maintain an office or agent for service of process at a location which was known to or reasonably discoverable by the mortgagee.

4. EASEMENTS.

Appurtenant Enjoyment Easements. The owner of each parcel, their guests, lessees and invitees, shall have as an appurtenance to their parcels a perpetual nonexclusive easement for ingress and egress over, across and through the common areas, for the use and enjoyment of all amenities and common areas, such use and enjoyment to be shared in common with the other owners of parcels, their guests, lessees and invitees, subject to the provisions of this Declaration. From time to time the common areas, or any portion thereof, is opened and put into use for the enjoyment of owners, tenants, guests and invitees, Association shall be and remain wholly free and clear of any and all liability to, or claims by, all owners, and all persons and entities, of whatever kind or character, whether sounding in contract or tort, deriving from the occurrence of any injury or damage to any person or property on, or in respect of the use and operation of, the common areas or any of its improvements, fixtures, and facilities; inasmuch as the control, operation, management, use and enjoyment, of the common elements and Association property shall be within, under, and subject to the Association. In this respect, it shall be the affirmative duty and responsibility of each owner and user of the common areas and its facilities to continuously inspect the same for any defects or perils or other unsafe conditions or circumstances, prior to and during such use or enjoyment thereof; and all users of, and visitors to, the common elements and Association property and their improvements and facilities shall use, enjoy, and visit, the same at their own risk and peril.

- **4.2 Interior Roadway Easements.** The interior roadway system of Vanderbilt Lakes is common property owned by the Association. The roadways are subject to the rules and regulations as the Association imposes, however, each owner of a parcel shall have an easement for ingress and egress over said roadway system. The Board of Directors shall have the right to establish parking regulations and to enforce such regulation by all means lawful for such enforcement on drives and roadways.
- 4.3 <u>Utility Easements.</u> A perpetual easement shall exist upon, over, under and across Vanderbilt Lakes for the purpose of maintaining, installing, repairing, altering and operating sewer lines, water lines, waterworks, sewer works, force mains, lift stations, water mains, sewer mains, water distribution systems, sewage disposal systems, effluent disposal systems, pipes, valves, gates, pipelines, cable television and all machinery and apparatus appurtenant thereto as may be necessary for the installation and maintenance of utilities servicing all owners of parcels and servicing the common areas, all such easements to be of a size, width and location so as to minimize and not unreasonably interfere with the use of any improvements which are now, or will be, located upon said property. The Association, through its Board of Directors, has the authority to grant additional such easements, and to modify, move or vacate such existing easements as may be necessary to efficiently and effectively provide utility and other services to the parcels and the common elements and common areas.
- **Subordination.** Notwithstanding any of the foregoing to the contrary, it is understood that these covenants and restrictions are subordinate, and will be subordinate without the necessity of any other instrument, to any existing easement covering the basic water, sewer and drainage systems installed in the common areas, and any existing easement or easements to any public or quasi-public utility for the installation and maintenance of service lines in the common areas.
- **4.5** Extent of Easements. The rights and easements of enjoyment created hereby shall be subject to the following:
 - (A) the right of the Association, in accordance with its Bylaws, to borrow money for the purpose of improving and/or maintaining the common areas and providing the services authorized herein, and, in aid thereof, to mortgage said properties;
 - **(B)** the right of the Association to impose rules and regulations governing the use of the common areas and Association property as further provided in Section 7. of the Bylaws; and
 - (C) the right of the Association to a non-exclusive easement over, across and through each parcel as necessary to meet the Association's maintenance responsibilities; and
 - (D) the right of the Association to levy assessments on lots and units to enable the Association to pay the costs of operating and maintaining the common properties and other costs of the Association; and
 - (E) the right of the Association, as provided in its Articles and Bylaws, to suspend the enjoyment rights of any Member for any period during which any assessment remains unpaid, or for a period that may be determined by the Board of Directors for any violation of this Declaration, the Association's Articles, Bylaws or published rules and regulations; and

- (F) the right of the Association to dedicate or transfer all of any part of the common properties to any public agency, authority, or utility for such purposes and subject to such conditions as may be agreed by the Members; provided that no such dedication or transfer, determination as to purposes or as to the conditions hereof, shall be effective unless an instrument signed by the appropriate officers of the Association certifying that at a Special or Regular Meeting of Members called for such purpose, of which thirty (30) days written notice was sent to each Member, the approval of two-thirds (2/3rds) of the voting interests who were present and voting, either in person or by proxy, was obtained, agreeing to such dedication or transfer; and
- (G) the right of the Association to grant exclusive easements and rights-of-way over certain parts of the Common Properties to Members of the Association when the Association deems it necessary.
- **4.6** Encroachment Easement. Any owner of a parcel in the Properties which parcel contains a structure which encroaches upon another parcel or, the common areas shall have a valid easement for the encroachment and maintenance of same, as long as it stands and exists.

5. MAINTENANCE.

- Maintenance and Alteration of Parcels and Residences. Each owner of a parcel shall, at his sole cost and expense, maintain and repair all parts of the residence and structuring located on his parcel (including but not limited to all fixtures, equipment, appliances, patios and pools) and damage caused by wildlife, including birds, keeping the same in a condition comparable to their condition at the time of their initial construction, except for ordinary wear and tear. No owner shall materially alter, or make any substantial additions to his parcel or to the exterior of his residence without the prior written approval of the Association, as further provided in Section 6. Such additions and alterations shall include, but not be limited to, landscaping, swimming pools, decks, awnings, hurricane protection and related equipment. The Association shall have the right to control the irrigation system on all home sites including the right to repair and maintain the irrigation system if an owner fails to maintain a homesite to community standards.
- **5.2** Association Maintenance. The Association shall be responsible for the maintenance, repair, replacement and operation of all common areas, including, but not limited to, water retention and water management areas, landscaping, trees, plantings, lawns, flowers, water management facilities, irrigation systems and footpaths, roadways and common driveways. The cost of Association maintenance shall be a common expense.
- **5.3** Enforcement of Maintenance. If the owner of a parcel fails to maintain his parcel and/or residence as required above, the Association shall have the right to institute legal proceedings to enforce compliance, or may take any and all other steps necessary to remedy such violation, including but not limited to entering the parcel, with or without consent of the parcel owner. The Association may repair, replace or maintain any item which constitutes a hazard to other property or residents, prevents the Association from fulfilling its maintenance responsibilities, or which has a materially adverse effect on the appearance of the Property. Any expenses so incurred by the Association shall be billed directly to the owner of the parcel to which such services are provided, and shall be a charge against the parcel, secured by a lien against the parcel as provided in Section 3. above.

- **Negligence: Damage Caused by Condition in Parcel.** Each parcel owner shall be liable for the expenses of any maintenance, repair or replacement of common areas, other residential parcels, or personal property made necessary by his act or negligence or by that of any member of his family or his guests, employees, agents, or lessees.
- Service Agreement between the VCSA and the neighborhood associations within Vanderbilt Lakes, certain portions of the common areas are to be maintained by the VLCA pursuant to the Management and Service Agreement and the Bylaws of VLCA. Included in the maintenance responsibilities of VLCA are the lakes within Vanderbilt Lakes, maintenance and operation of the guard house/gate house, the north gate, the clock plaza, and signage on commons property, preserves, landscaping of the front entrance, ingress, and egress control as outlined in the VLCA Management and Service Agreement on page one (1). Should the VLCA (Commons) Management Agreement at anytime not be renewed, all maintenance and operation shall revert back to VCSA.

6. ARCHITECTURAL CONTROL TO PRESERVE THE BEAUTY, QUALITY AND VALUE OF THE COMMUNITY.

- **Improvements Requiring Approval.** No building, structure, enclosure or other improvement shall be erected or altered, nor shall any grading, excavation, landscaping, change of exterior color, or other work which in any way alters the exterior appearance of any structure, parcel or common area, be made, unless and until the plans, specifications and location of the same shall have been submitted to, and approved in writing by the Association. All plans and specifications shall be evaluated as to harmony of external design with existing view corridors and location in relation to surrounding structures and topography.
- 6.2 The ARB. The architectural review and control functions of the Association shall be administered and performed by the Architectural Review Board (the ARB), which shall consist of at least three (3) members. All members of the ARB shall be appointed by and shall serve at the discretion of the Board of Directors of the Association. Two ARB members shall be single-family homeowners and one ARB member shall be a multi-family homeowner and no ARB members shall be Directors of the Association, their spouses or other persons who live in the same residence as a Director of the Association whether related or unrelated. A majority of the ARB shall constitute a quorum to transact business at any meeting of the ARB, and the action of a majority present at a meeting at which a quorum is present shall constitute the action of the ARB. ARB members shall not vote on nor approve their own ARB applications. Any vacancy occurring on the ARB because of death, resignation, or other termination of service of any member thereof, or in the absence of ARB members, shall be filled by the Board of Directors.

6.3 Powers and Duties. The ARB shall have the following powers and duties:

(A) To recommend, from time to time, to the Board of Directors of the Association the creation of or modification and/or amendments to the Architectural Planning Criteria. The Criteria for any item not contained in the written Architectural Planning Criteria shall be whatever already physically exists within the Community for such an item unless and until such item is added to the written Architectural Planning Criteria. If any item does not already exist within the Community and is not contained in the written Architectural Planning Criteria, then such item may not be used or placed within the Community unless and until such item is added to the written Architectural Planning Criteria. Any Architectural Planning Criteria or modifications or amendments thereto shall be consistent with the provisions of this Declaration, and shall not be effective until adopted by a majority of the members of the Board of Directors of the Association at a meeting duly called and

noticed and at which a quorum is present. Notice of the adoption, modification or amendment to the Architectural Planning Criteria, including a verbatim copy of such adoption, change or modification, shall be delivered to each member of the Association. However, receipt of notice of a Board meeting concerning the Architectural Planning Criteria or of a copy of any adoption of or modification or amendment to the Architectural Planning Criteria shall not affect the validity of such change or modification.

- (B) To require submission to the ARB two (2) complete sets of all plans and specifications for any improvement, structure of any kind or any other work which in any way alters the exterior appearance of any structure, parcel or common area, including without limitation, any building, fence, wall, swimming pool, tennis court, driveway, enclosure, sewer, drain, disposal system, decorative building, landscape devise, object or other improvement, the construction or placement of which is proposed upon the Property. The ARB may also require submission of samples of building materials proposed for use in any residence, and may require such additional information as may reasonably be necessary to completely evaluate the proposed structure or improvement in accordance with this Declaration and the Architectural Planning Criteria. Exterior paint colors must be harmonious and compatible with the natural surroundings and with adjacent buildings. Submission of an ARB application and ARB approval are also required for homes that are being painted the existing color and for replacement of roofs that are similar in style and color to the existing roof.
- (C) To approve or disapprove any improvement or structure of any kind, including, without limitation, any building, fence, wall, screen enclosure, drain or disposal system, lake erosion measures, or other improvement or change or modification thereto, the construction, erection, performance or placement of which is proposed upon the Property, and which is visible from the outside of any residence. All decisions of the ARB shall be submitted in writing to the Board of Directors of the Association, and evidence thereof may be made by a certificate, in recordable form, executed under seal by the President or Vice President of the Association. Any party aggrieved by a decision of the ARB shall have the right to make a written request to the Board of Directors of the Association within thirty (30) days of the decision, for a review thereof. The determination of the Board upon reviewing any such decision shall in all events be final.
- (D) To adopt a schedule of reasonable fees for processing requests for ARB approval of proposed improvements. Such fees, if any, shall be payable to the Association at the time that plans and specifications are submitted to the ARB.
- (E) To adopt a procedure for inspecting approved changes during and after construction to insure conformity with approved plans.
- (F) The members of the ARB shall receive no compensation for services rendered, other than reimbursement for expenses incurred by them in the performance of their duties hereunder. The ARB, however shall have the power to engage the services of professionals for compensation for purposes of aiding the ARB in carrying out its functions.
- **7. <u>USE RESTRICTIONS.</u>** The following rules and standards shall apply to Vanderbilt Lakes and shall be enforced by the Association pursuant to Section 12. hereof:

- **Residences.** Each residence shall be occupied by only one family at any time. Each residence shall be used as a home and for no other purpose. No business or commercial activity shall be conducted in or from any residence. This restriction shall not be construed to prohibit any owner from maintaining a personal or professional library in his residence, from keeping his personal, business or professional records in his residence, or from handling his personal, business or professional telephone calls or written correspondence in and from his residence. Such uses are expressly declared customarily incident to residential use.
- **7.2** Minors. All occupants under eighteen (18) years of age shall be closely supervised at all times by an adult to insure that they do not become a source of unreasonable annoyance to other residents.
- **7.3** Guests. There is no restriction on the length of stay of guests, whether related or unrelated to an owner of a residence.
- **7.4 Pets.** Dogs and cats and other common household pets, provided they are not kept, bred or maintained for any commercial purpose, may be kept upon the property. No other animals, livestock, poultry of any kind shall be kept, raised or bred on any part of Vanderbilt Lakes. All pets shall be leashed or carried by the pet owner whenever outside the residence parcel. All pet owners shall be held strictly responsible to immediately collect and properly dispose of the wastes and litter of his or her pets. If any pet becomes a source of unreasonable annoyance to other residents, the Board may require its permanent removal from Vanderbilt Lakes.
- **Nuisances.** No owner shall use his parcel and residence, or permit it to be used, in any manner which constitutes or causes an unreasonable amount of annoyance or nuisance to the occupant of another parcel and residence, or which would not be consistent with the maintenance of the highest standards for a first class residential community nor permit the premises to be used in a disorderly or unlawful way. The use of each parcel and residence shall be consistent with existing laws and the governing documents, and occupants shall at all times conduct themselves in a peaceful and orderly manner. No solicitation will be allowed at any time within the community. Extreme care shall be exercised to minimize noises so as not to unreasonably disturb other persons.
- **Signs.** No person may post or display "For Sale," "Open House" or other similar signs anywhere within Vanderbilt Lakes, including those posted in windows of buildings or motor vehicles, other than signs of a size, shape, content, location and duration of posting as approved by the Board of Directors. No single family home rental signs that are freestanding or otherwise installed, shall be posted, erected, or displayed on any lot or structure, including doors and windows of single family homes, unless the placement, form size lighting and time of placement of such signs is first approved in writing by the Board of Directors of the Association. All signs must also conform with governmental codes and regulations and with design plans for signs established by the Board of Directors of the Association.
- 7.7 Garage Sales. No garage sales or other similar commercial activities will be permitted to be held on any parcel or on the common areas. Community garage sales may be approved by the Board of Directors to be held at specific times and locations as specified by the Board.
- **7.8** Single Family Parcel Structures. Other than one single family residence, pool, deck and related equipment, no structure, trailer, house trailer, tent, playground equipment, playhouse, tree house, shack,

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garage, barn or other outbuilding shall be used or placed on any parcel at any time either temporarily or permanently.

- Motor Vehicles and Boats. Only non-commercial vehicles (trucks, vans, recreational vehicles, trailers, motorcycles, etc.) which can be stored in the garage of the residence shall be permitted on the property, with the exception of an owner's guest, invitees, repair services, and maintenance personnel whose vehicles are temporarily on the property. Commercial vehicles are those that shall include but not be limited to the presence of signage, racks, equipment and tools or the presence of debris in the bed of a truck. Any boats and other vehicles of such size as to not permit the garage door to be closed shall not be kept on the property. Parking of all vehicles will be limited to the driveways or cement/brick parking pads. Parking on any other part of the property at any time is prohibited. For cleaning and loading purposes, owners and tenants may keep the vehicle on their paved driveway, so as not to block common roadways and for no more than forth-eight (48) hours. No maintenance or repair shall be performed on any boat or motor vehicle upon any lot.
- **7.10** Trees. No tree or shrub, the trunk of which exceeds two inches in diameter shall be cut down or otherwise destroyed without the prior expressed written consent of the ARB. Exotics, as defined by Lee County and/or the City of Bonita Springs, shall be removed at the expense of the homeowner.
- **7.11** Artificial Vegetation. No artificial grass, plants, or other artificial vegetation shall be placed or maintained upon the exterior portion of any Lot.
- **7.12** Storage Tanks. No above ground storage tanks, including but not limited to, those used for storage of water, gasoline, oil, or other liquid or gas shall be permitted on the Lot outside of the building.
- 7.13 Minimum Building Elevation. The first living floor of any building shall be at the minimum requirement to conform with then existing Federal Flood Insurance Regulations, but not less than 12.5 feet above mean sea level. Buildings will be elevated on suitable substructures compatible with the design of the home and ARB shall have the authority to restrict the height above sea level to which the ridge of the roof or any element of the building excluding chimneys, flues, and vents on the particular Lots may extend. The purpose of such height restriction is to preserve views and aesthetics for the overall benefit of the community. All second floor rooms shall be within the normal single story roof enclosure. No structure shall exceed twenty-five (25) feet above the finished floor elevation at the topmost point of the roof line. The roof of each structure shall have a 4/12 slope and shall be made of asphalt Class A, or other comparable materials, such as tile or concrete. High quality metal roofing in the configuration and style of tile or shingle roofing may be permitted. Any replacement roof must be approved by the Architectural Review Board. Samples of roofing and color must be submitted for approval.
- 7.14 **Easements**. Owners may not grant easements on their Lots without written consent of the Association.
- 7.15 Setbacks. The following setbacks shall be observed:

front yard 25 feet side yard 10 feet rear yard (to include setback from lakes) 25 feet 25 feet

- **7.16** Square Footage. All single family dwelling units shall have a minimum of 1,750 square feet under air conditioning not including a two car garage.
- **7.17 Lake**. Boats with power motors of any kind are prohibited. Non-motorized boats or canoes are permitted on the lake subject to the approval of the Association. Docks are prohibited.
- **7.18** Fences, Hedges and Walls. No fence, hedge, wall or other dividing instrumentality shall be constructed or maintained on any Lot unless approved by the ARB.
- **7.19** Garbage and Refuse Disposal. No lot shall be used as a dumping ground for rubbish, trash, garbage, or other waster matter. No incinerator or any out door burning shall be permitted. Trash, garbage and other waste shall be kept only in sanitary containers which shall be kept in a clean and sanitary condition and screened from view from neighboring residences and the interior roadways except when out for pick-up. Trash and recycle bins shall not be put on the curb, for pick-up, prior to 4:00 p.m. the night before the scheduled pick-up. All trash and recycle bins shall be removed by 7:00 p.m. on the evening of the scheduled pick up.
- **7.20** Exterior Lighting. Each single family dwelling shall have one (1) exterior lamp post placed at the driveway entrance. Each has a photocell causing it to light at dark. These lamp posts, which shall be maintained by the Association, shall be uniform throughout the single family homes. Each homeowner shall be responsible for the electricity from the house to the pole and to ensure that it is operational at all times.
- **7.21** <u>Mailbox</u>. All mailboxes throughout the single family area shall be of the same size, color, and have the same post the Association has selected.
- **7.22 Parking.** Overnight parking along roadways and streets is prohibited.
- **7.23** Receptacles and Sporting Equipment. All exterior receptacles, basketball goals or other sporting equipment must be removed and stored in the garage at night.
- **7.24** <u>Underground Utility Lines</u>. All telephone, electric, water, sewer, television or other distributors must be underground from the parcel line to the structure being served.
- **7.25** <u>Drainage</u>. Except to comply with the governmental regulation or control, no changes in the elevation of the lands shall be made which will interfere with the drainage or otherwise cause undue hardship to adjoining property.
- **7.26** Holiday Decorations. Lights or decorations may be erected on the exterior of the Units or Homes or on the interior of the Units, where they may be seen from the outside of the Unit, in commemoration or celebration of publicly observed holidays provided that such lights or decorations do not unreasonably disturb the peaceful enjoyment of adjacent Owners by illuminating bedrooms, creating noise or attracting sightseers. All lights and decorations that are not permanent fixtures of the Unit as part of the original construction shall be removed within fifteen (15) days after the holiday has ended. Christmas decorations or lights may not be displayed prior to November 15th of any year. Other holiday decorations or lights may not be displayed more than two (2) weeks in advance of the holiday.

- **7.27** Clothes Drying. No towels, garments, rugs, etc. may be hung from windows, railings or other parts of the residences. No clotheslines or drying yards shall be located so as to be visible from neighboring residences or from the interior roadways within Vanderbilt Lakes.
- **7.28** Lawn Care. No weeds or underbrush shall be permitted to grow or remain upon any part of the premises and no refuse pile or unsightly objects shall be allowed to be placed or remain anywhere thereon. All lawns shall be mowed at reasonable intervals and shall be consistent with the neighborhood standards.
- 7.29 Wells. No well, either new or replacement, shall be drilled without the approval of the ARB.
- **7.30** Antennas. No antenna of any kind shall be placed or erected upon any parcel or affixed in any manner to the exterior of any building other than a satellite antenna less than one meter in diameter, an aerial designed to receive over-the-air television broadcast, or an antenna designed to receive multichannel, multipoint distribution service which may be installed at a preferred location where an acceptable signal may be obtained. The preferred location on a Lot is at a location on the lot at the rear or side of the Residence least visible to from neighborhood residences or from the interior roadways within Vanderbilt Lakes. The preferred location at a condominium unit is on the unit's limited common area balcony, patio or porch which is least visible from view from the grounds of the Condominium and is attached in a stable and secure manner to the wall of the balcony, patio or porch. No portion of the antenna may extend outside the limited common element balcony, patio or porch area. An antenna can only be installed at a non-preferred location on a Lot or on the balcony, patio or porch if an acceptable signal cannot be obtained from a preferred location. No satellite dishes or other antennas may be installed in the common areas of the property. Please contact management for further information about antenna installation.
- **7.31** Exterior Appearance and Construction. All windows, porches, balconies, and exteriors of all building on any Lot shall at all times be maintained in a neat and orderly manner. The exterior of all homes and other structures must be completed within nine (9) months after construction is commenced, except where a written extension of time is granted by the ARB.
- **7.32** Water Restrictions. The Water Use Permit, authorized by the South Florida Water Management District, provides that all parcel owners within the areas covered by the permit shall abide by all water use restrictions, put in place by the district or any other governmental agency empowered with such authority.
- **8. INSURANCE**. In order to adequately protect the Association and its members, insurance shall be carried and kept in force at all times in accordance with the following provisions:
- **8.1** Association; Required Coverage. The Association shall maintain adequate property insurance covering all of the common area buildings, the common areas and all Association property. The Association shall also provide adequate general liability insurance. The amounts of coverage shall be determined annually by the Board of Directors. The insurance carried by the Association shall afford at least the following protection:
 - (A) <u>Property</u>. Loss or damage by fire, extended coverage (including windstorm), vandalism and malicious mischief, and other hazards covered by the standard "All Risk" property contract.

- **(B)** <u>Liability</u>. Premises and operations liability for bodily injury and property damage in such limits of protection and with such coverage as are determined by the Board of Directors, with cross liability endorsement to cover liabilities of the unit owners as a group to a parcel owner.
- (C) <u>Automobile</u>. Automobile liability for bodily injury and property damage for all owned and non-owned motor vehicles when used for Association business, in such limits of protection and with such coverage as may be determined by the Board of Directors.
- (D) <u>Compensation</u>. The Association may maintain Workers' Compensation insurance and shall if required by law.
- **8.2 Duty to Insure.** Each parcel owner is responsible for insuring the real and personal property within his own parcel and residence. Each owner must recognize that he bears financial responsibility for any damage to his property or liability to others that would otherwise be covered by such insurance liability including all risk, flood, liability, etc.
- **8.3 Duty to Reconstruct.** Except as otherwise approved by the Board of Directors, if any residence or other improvements located on any residential parcel is destroyed or damaged as a result of fire, windstorm, flood, tornado, hurricane or other casualty, the owner of such improvements shall cause repair or replacement to be commenced within ninety (90) days from the date that such damage or destruction occurred, and to complete the repair or replacement within nine (9) months thereafter, unless, due to extenuating circumstances, an extension is approved by the ARB. All such repairs or replacements must restore the improvements to substantially their original character, design and condition, and shall utilize and conform to current ARB rules and regulations.
- 8.4 Failure to Reconstruct. If the owner of any residence fails to commence or complete construction to repair or replace any damaged or destroyed improvements within the time periods provided for in Section 8.3 above, the Association shall give written notice to the owner of default. If after thirty (30) days the owner has not made satisfactory arrangements to meet its obligations, the Association shall be deemed to have been granted the right by the owner, as such owner's attorney-in-fact, to commence and/or complete the repairs sufficient to substantially restore the improvements to their original condition, according to the plans and specifications of the original improvements. If the Association exercises the rights afforded to it by this section, which shall be in the sole discretion of the Board of Directors, the owner of the residence shall be deemed to have assigned to the Association any right he may have to insurance proceeds that may be available because of the damage or destruction of the improvements. The Association shall have the right to recover from the owner any costs not paid by insurance, and shall have a lien on the parcel and residence to secure payment.
- **8.5** Association Insurance; Duty and Authority to Obtain. The Board of Directors shall obtain and keep in force the insurance coverage which it is required to carry by law and under this Declaration, and may obtain and keep in force any or all additional insurance coverage as it deems necessary. The name of the insured shall be the Association and the owners without naming them, and their mortgagees, as their interests shall appear.
- **8.6** Optional Coverage. The Association may purchase and carry other such insurance coverage as the Board of Directors may determine to be in the best interest of the Association and residential unit owners.

- **8.7** <u>Description of Coverages</u>. A detailed summary of the coverage included in the policies, and copies of the policies, shall be available for inspection by residential unit owners or their authorized representatives upon request.
- **8.8** Waiver of Subrogation. If available and where applicable, the Board of Directors shall endeavor to obtain insurance policies which provide that the insurer waives its right to subrogation as to any claim against the Association parcel owners, or their respective servants, agents or guests, except for any claim based upon gross negligence evidencing reckless, willful or wanton disregard for life or property.
- **8.9** Insurance Proceeds. All insurance policies purchased by the Association shall be for the benefit of the Association, the owners and their mortgagees as their interests may apply, and all proceeds shall be payable to the Association. The duty of the Association shall be to receive such proceeds as are paid, and to hold the same in trust, and disburse them for the purposes stated herein and for the benefit of the owners and their respective mortgagees in the following shares:
 - (A) <u>Common Areas</u>. Proceeds on account of damage to common areas shall be held in as many undivided shares as there are residences, the shares of each owner being the same as his share in the common areas.
 - **(B)** Mortgagee. If a mortgagee endorsement has been issued as to a residence, the shares of the mortgagee and the owner shall be as their interests appear. In no event shall any mortgagee have the right to demand application of insurance proceeds to any mortgage or mortgages which it may hold against parcel or parcels, except to the extent that insurance proceeds exceed the actual cost of repair or restoration of the damaged building or buildings. Except as otherwise expressly provided, no mortgagee shall have any right to participate in determining whether improvements will be restored after casualty.
- **8.10** <u>Distribution of Proceeds</u>. Proceeds of insurance policies received by the Association shall be distributed to or for the benefit of the owners in the following manner: The proceeds shall be paid to defray the costs of reconstruction or repair by the Association. Any proceeds remaining after defraying costs shall be distributed to the beneficial owners in any manner provided by law.
- **8.11** Association as Agent. The Association is hereby irrevocably appointed as agent for each residence owner to adjust all claims arising under insurance policies purchased by the Association for damage or loss to the common areas.
- **8.12 Damage to Common Areas or Association Property.** Where insured loss or damage occurs to the common areas or Association property, it shall be mandatory for the Association to repair, restore and rebuild the damage caused by the loss, and the following procedures shall apply:
 - (A) The Board of Directors shall cause to promptly obtain reliable and detailed estimates of the cost of repair and restoration, and shall negotiate and contract for repair and reconstruction.
 - (B) If the proceeds of insurance and available reserves are insufficient to pay for the cost of repair and reconstruction of the common areas, the Association shall promptly, upon determination of the deficiency, levy a special assessment against all parcel owners for the deficiency. Such special

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assessments need not be approved by the parcel owners. The special assessments shall be added to the funds available for repair and restoration of the property.

9. OWNERSHIP OF PARCELS.

9.1 Forms of ownership:

- (A) A parcel may be owned by one natural person.
- **(B)** <u>Co-ownership</u>. Co-ownership of parcels is permitted. If there are co-owners, the Board shall be entitled to require the owners to designate one (1) natural person as "primary occupant." The use of the parcel and residence by other persons shall be as if the primary occupant were the only actual owner.
- (C) Ownership by Corporations, Partnerships or Trusts. A parcel may be owned in trust, or by a corporation, partnership or other entity which is not a natural person. The intent of this provision is to allow flexibility in estate, financial or tax planning, and not to create circumstances in which the parcel and residence may be used as short-term transient accommodations for several individuals or families. A trustee, or corporation, partnership or other entity as a parcel owner shall be required to designate one (1) natural person to be the "primary occupant." The use of the parcel and residence by other persons shall be as if the primary occupant were the only actual owner.
- (D) <u>Life Estate</u>. A parcel may be subject to a life estate, either by operation of law or by a voluntary conveyance. In that event, the life tenant shall be the only Association member from such residence, and occupancy of the residence shall be as if the life tenant was the only owner. Upon termination of the life estate, the holders of the remainder interest shall have no occupancy rights unless separately approved by the Association. The life tenant shall be liable for all assessments and charges against the parcel. Any consent or approval required of members may be given by the life tenant alone, and the consent or approval of the holders of the remainder interest shall not be required. If there is more than one life tenant, they shall be treated as co-owners for purposes of determining voting and occupancy rights and shall be subject to subsection (B) above.
- (E) <u>Capital Resale Assessment</u>. At closing, the grantee of title is responsible to pay VCSA a Capital Resale Assessment Fee of five hundred dollars (\$500) for the sale of a multi-family residence and one thousand dollars (\$1,000) for the sale of a single family residence. The Board may waive the fee for transfers solely for the purpose of estate or tax planning including transfers to those related in the first degree.

10. LEASES.

10.1 Term of Lease and Frequency of Leasing. No parcel and residence may be leased more often than four (4) times in any calendar year for periods less than thirty (30) days. The first day of occupancy under the lease shall determine in which year the lease occurs.

- 10.2 Occupancy By Guests. There is no restriction on the length of stay of guests, whether related or unrelated to the tenant of a parcel and residence, so long as the Tenant is occupying the parcel.
- 10.3 Regulation by Association. All of the provisions of the governing documents and the rules and regulations of the Association shall be applicable and enforceable against any person occupying a parcel and residence as a lessee or guest to the same extent as against the owner. A covenant on the part of each occupant to abide by the rules and regulations of the Association and the provisions of the governing documents, designating the Association as the owner's agent with the authority to terminate any lease agreement and evict the tenants in the event of breach of such covenant, shall be deemed to be included in every lease agreement, whether oral or written, and whether specifically expressed in such agreement or not.

11. AMENDMENTS; TERMINATION.

- **Duration.** The conditions of this Declaration shall run with the land and shall inure to the benefit of and be enforceable by the Association or the owner of any real property subject to this Declaration, their respective legal representatives, heirs, successors and assigns until August 5, 2025. On August 5, 2025, this Declaration shall be automatically renewed and extended for successive twenty (20) year periods. The number of twenty (20) year renewal periods hereunder shall be unlimited with this Declaration being automatically renewed and extended upon the expiration of each twenty (20) year renewal period for an additional twenty (20) year period; provided, however, and subject to existing laws and ordinances, that there shall be no renewal or extension of this Declaration if during the last year of the initial period, or during the last year of any subsequent twenty (20) year renewal period, at least two-thirds (2/3rds) of owners of residences affirmatively vote at a duly held meeting of members of the Association in favor of terminating this Declaration at the end of its then current term. It shall be required that written notice of any meeting at which such proposal to terminate this Declaration is to be considered, setting forth the fact that such a proposal will be considered, be given at least forty-five (45) days in advance of said meeting. If the Association votes to terminate this Declaration, the President and Secretary shall execute a certificate which shall set forth the resolution of termination adopted by the Association, the date of the meeting of the Association at which such resolution was adopted, the date that notice of such meeting was given, the total number of votes of members of the Association, the total number of votes required to constitute a quorum at a meeting of the Association, the number of votes necessary to adopt a resolution terminating this Declaration, and the total number of votes cast against such resolution. Said certificate shall be recorded in the Public Records of Lee County, Florida, and may be relied upon for the correctness of the facts contained therein as they relate to the termination of this Declaration.
- 11.2 <u>Amendments by Members</u>. Except as otherwise provided herein or by law, this Declaration may be amended at any time by the affirmative vote of at least two-thirds (2/3rds) of the voting interests of the Association who are present and voting, in person or by proxy, at a duly called meeting of the members of the Association, called for the purpose. A copy of each adopted amendment shall be attached to a certificate that the amendment was duly adopted as an amendment to the Declaration, which certificate shall identify the Book and Page of the Public Records where the Declaration is recorded, and shall be executed by the President or Vice-President of the Association with the formalities of a deed. The amendment shall be effective when the certificate and copy of the amendment are recorded in the Public Records of Lee County, Florida.

12. ENFORCEMENT; GENERAL PROVISIONS.

- **Enforcement.** Enforcement of these covenants, conditions and restrictions may be by a proceeding at law or in equity and may be instituted by the Association, its successors or assigns, or by any owner, against any person or persons violating or attempting to violate or circumvent any covenant, condition or restriction, either to restrain violation or to recover damages, and against any parcel to enforce any lien created by these covenants. Failure of the Association or any owner to enforce any covenant, condition or restriction herein contained for any period of time shall not be deemed a waiver or estoppel of the right to enforce same thereafter.
- **Owner and Member Compliance.** The protective covenants, conditions, restrictions and other provisions of the governing documents and the rules promulgated by the Association shall apply to members and all persons to whom a member has delegated his right of use in and to the common areas, as well as to any other person occupying any residence under lease from the owner or by permission or invitation of the owner or his tenants (express or implied), and their licensees, invitees or guests. Failure of an owner to notify any person of the existence of the rules, or the covenants, conditions, restrictions, and other provisions of the governing documents shall not in any way act to limit or divest the Association of the power to enforce these provisions. Each residential parcel owner shall be responsible for any and all violations by his tenants, licensees, invitees or guests, and by the guests, licensees and invitees of his tenants, at any time.
- **12.3 Litigation.** Enforcement actions for damages, or for injunctive relief, or both, on account of any alleged violation of law, or of the governing documents or Association rules, may be brought, but shall not be required to be brought, by the Association or by a unit owner against:
 - (A) the Association;
 - (B) a parcel owner;
 - (C) anyone who occupies or is a tenant or guest of a residential parcel; or
 - (D) any officer or Director of the Association who willfully and knowingly fails to comply with these provisions.
- **12.4** Attorney Fees. In any legal proceeding arising out of an alleged failure of a guest, tenant, residential parcel owner, officer, Director or the Association to comply with the requirements of the law, or the governing documents, as they may be amended from time to time, the prevailing party shall be entitled to recover the costs of the proceeding and such attorney fees as may be awarded by the court.
- **No Election of Remedies.** All rights, remedies and privileges granted to the Association or owners under the law and the governing documents shall be cumulative, and the exercise of any one or more shall not be deemed to constitute an election of remedies, nor shall it preclude the party from exercising any other rights, remedies, or privileges that may be available.
- 12.6 <u>Notices</u>. Any notice required to be sent to any member or owner under the provisions of this Declaration shall be deemed to have been properly sent, and notice thereby given, when mailed, with the proper postage affixed to the last known address of the owner appearing in the records of the Association, or to the address of the member's residence. Notice to one of two or more co-owners of a parcel shall

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constitute notice to all co-owners. It shall be the obligation of every member to immediately notify the Secretary of the Association in writing of any change of address.

- **Severability.** Should any covenant, condition or restriction herein contained, or any section, subsection, sentence, clause, phrase or term of this Declaration or its recorded exhibits be declared to be void, invalid, illegal, or unenforceable, for any reason, by any court having jurisdiction over the parties hereto and the subject matter hereof, such judgment shall in no way affect the other provisions hereof which are hereby declared to be severable and which shall remain in full force and effect.
- **12.8 Interpretation.** The Board of Directors is responsible for interpreting the provisions of this Declaration and its exhibits. Such interpretation shall be binding upon all parties unless wholly unreasonable. A written opinion rendered by legal counsel that an interpretation adopted by the Board is not unreasonable shall conclusively establish the validity of such interpretation.
- **12.9** Non-Profit Status. Notwithstanding anything contained herein to the contrary, the Association will perform no act nor undertake any activity inconsistent with its non-profit status under applicable state or federal law.
- **12.10** <u>Use of Singular and Plural and Gender</u>. Whenever the context so permits, the use of the singular shall include the plural and the plural shall include the singular, and the use of any gender shall be deemed to include all genders.
- **12.11 Headings.** The headings used in the governing documents are for reference purposes only, and do not constitute substantive matter to be considered in construing the terms and provisions of these documents.

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EXHIBITS TO DECLARATION

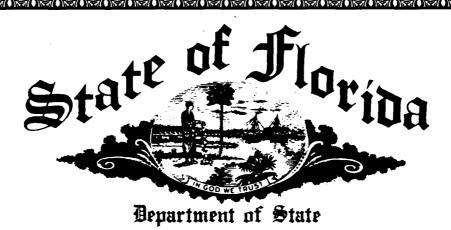
Exhibits listed below were recorded on August 5, 1985, together with the original Declaration of Covenants, Conditions and Restrictions of Vanderbilt Lakes, at O.R. Book 1797, Page 725 et seq., Public Records of Lee County, Florida.

• The following exhibits, as previously recorded with the original Declaration are hereby incorporated by reference as exhibits to the Amended and Restated Declaration of Covenants.

Exhibits "A", "B", "C" and "D" - LEGAL DESCRIPTION

• In addition, the following Exhibits are completely amended and restated, and the Restatements are attached hereto and recorded herewith.

Exhibit "E"- ARTICLES OF INCORPORATION Exhibit "F" - BYLAWS



I certify the attached is a true and correct copy of the Amended and Restated Articles of Incorporation, filed on January 30, 2014, for VANDERBILT

COMMUNITY SERVICES ASSOCIATION, INC., a Florida corporation, as shown by the records of this office.

The document number of this corporation is N05437.

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Fourth day of February, 2014



CR2EO22 (1-11)

Men Petzner Secretary of State INSTR # 2014000031796 Page Number: 26 of 42

NOTE: SUBSTANTIAL AMENDMENT OF ENTIRE ARTICLES OF INCORPORATION.

SUBSTANTIAL AMENDMENT OF ENTIRE ARTICLES OF INCORPORATION. FOR PRESENT TEXT SEE EXISTING ARTICLES OF INCORPORATION. AMENDED AND RESTATED TO BOOK ATION VANDERBILT COMMUNITY SERVICES ASSOCIATION, INC.

Pursuant to Chapters 617 and 720, Florida Statutes, the Articles of Incorporation of Vanderbilt Community Services Association, Inc., a Florida corporation not for profit, which was originally incorporated under the same name on October 2, 1984 are hereby amended, and restated in their entirety as amended. All amendments included herein have been adopted pursuant to Chapters 617 and 720, Florida Statutes, and there is no discrepancy between the corporation's Articles of Incorporation as heretofore amended and the provisions of these Amended and Restated Articles other than the inclusion of amendments adopted pursuant to Chapters 617 and 720, Florida Statutes, and the omission of matters of historical interest. The Amended and Restated Articles of Incorporation of Vanderbilt Community Services Association, Inc., shall henceforth be as follows:

ARTICLE I

NAME: The name of the corporation, herein called the "Association," is Vanderbilt Community Services Association, Inc., and its address is c/o Collier Financial Inc., 4985 Tamiami Trail East, Naples, Florida, 34113-4131.

ARTICLE II

PRINCIPAL OFFICE: The principal office of the corporation shall be located in c/o Collier Financial Inc., 4985 Tamiami Trail East, Naples, Florida, 34113-4131.

ARTICLE III

PURPOSE AND POWERS: The Association is organized and shall exist on a non-stock basis as a corporation not for profit under the laws of the State of Florida, and this Association will not permit pecuniary gain or profit nor distribution of its income to its members, officers or Directors. It is a nonprofit corporation formed for the purpose of establishing a corporate residential community homeowners' association which, subject to a Declaration of Covenants, Conditions and Restrictions of Vanderbilt Lakes, was originally recorded in the Public Records of Lee County, Florida, at O.R. Book 1797 at Page 725 et seq., has the powers described herein. The Association shall have all of the common law and statutory powers of a Florida corporation not for profit consistent with these Articles, the Bylaws of the corporation, and with said Declaration of Covenants, Conditions and Restrictions of Vanderbilt Lakes, and shall have all of the powers and authority reasonably necessary or appropriate to the operation and regulation of a residential

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community, subject to said recorded Declaration, as it may from time to time be amended, including but not limited to the power:

- (A) To fix, levy, collect and enforce payment by any lawful means all charges, assessments, or liens pursuant to the terms of the Declaration; to pay all expenses in connection therewith and all office and other expenses incident to the conduct of the business of the corporation, including all license fees, taxes or governmental charges levied or imposed against the property or the corporation;
- (B) To make, amend and enforce reasonable rules and regulations governing the use of the Common Areas and the operation of the Association;
- (C) To sue and be sued, and to enforce the provisions of the Declaration, these Articles, and the Bylaws of the Association;
- (D) To contract for the management and maintenance of the common areas and to delegate any powers and duties of the Association in connection therewith except such as are specifically required by the Declaration to be exercised by the Board of Directors or the membership of the Association;
- (E) To employ accountants, attorneys, architects, and other professional personnel to perform the services required for proper operation of the Properties;
- (F) To dedicate, sell or transfer all or any part of the common areas to any public agency, authority, or utility for such purposes and subject to such conditions as may be agreed to by the members. No such dedication, sale or transfer shall be effective unless an instrument has been signed by at least two-thirds (2/3rds) of the voting interests agreeing to such dedication, sale or transfer or where such action has been approved by at least two-thirds (2/3rds) of the voting interests who were present and voting, in person or by proxy, at any annual or special meeting called for the purpose;
- (G) To borrow money, and with the prior approval of at least two-thirds (2/3rds) of the voting interests who were present and voting, in person or by proxy, at any annual or special meeting called for the purpose, to mortgage, pledge, deed in trust, or hypothecate any or all of its real or personal property as security for money borrowed or debts incurred;
- (H) To maintain, repair, replace and provide insurance for the common areas.
- (I) To acquire (by gift, purchase or otherwise) own, hold, improve, build upon, operate, maintain, convey, sell, lease, transfer, or otherwise dispose of real or personal property in connection with the affairs of the corporation;
- (J) To exercise any and all powers, rights and privileges which a corporation organized under Chapters 617 and 720, Florida Statutes, may now or hereafter have or exercise; subject always to the Declaration as amended from time to time; and

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All funds and the title to all property acquired by the Association shall be held for the benefit of the members in accordance with the provisions of the Declaration, these Articles of Incorporation and the Bylaws.

ARTICLE IV

MEMBERSHIP AND VOTING RIGHTS: Membership and Voting Rights shall be as set forth in the Bylaws of the Association.

ARTICLE V

TERM; DISSOLUTION: The term of the Association shall be perpetual. The Association may be dissolved with the consent given in writing and signed by not less than two-thirds (2/3rds) of the voting interests. Upon dissolution of the Association, other than incident to a merger or consolidation, its assets, both real and personal, shall be dedicated to an appropriate public agency to be used for purposes similar to those for which this Association was formed. In the event there is a refusal to accept such dedication, then such assets shall be granted, conveyed and assigned to any non-profit corporation, association, trust or other organization which is devoted to purposes similar to those of this Association.

ARTICLE VI

BYLAWS: The Bylaws of the Association may be altered, amended, or rescinded in the manner provided therein.

ARTICLE VII

DIRECTORS AND OFFICERS:

- (A) The affairs of the Association shall be administered by a Board of Directors consisting of the number of Directors determined by the Bylaws, but not less than three (3) Directors, and in the absence of such determination shall consist of three (3) Directors.
- (B) Directors of the Association shall be elected by the members in the manner determined by the Bylaws. Directors may be removed and vacancies on the Board of Directors shall be filled in the manner provided by the Bylaws.
- (C) The business of the Association shall be conducted by the officers designated in the Bylaws. The officers shall be elected each year by the Board of Directors at its first meeting after the annual meeting of the members of the Association, and they shall serve at the pleasure of the Board.

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ARTICLE VIII

AMENDMENTS: Amendments to these Articles shall be proposed and adopted in the following manner:

- (A) <u>Proposal</u>. Amendments to these Articles shall be proposed by a majority of the Board or upon petition of one-fourth (1/4th) of the voting interests, and shall be submitted to a vote of the members not later than the next annual meeting.
- (B) Vote Required. Except as otherwise required by Florida law, these Articles of Incorporation may be amended if the proposed amendment is approved by at least two-thirds (2/3rds) of the voting interests who are present and voting, in person or by proxy, at any annual or special meeting, or by a majority of the voting interests in writing without a meeting, provided that notice of any proposed amendment has been given to the members of the Association, and that the notice contains a fair statement of the proposed amendment.
- (C) <u>Effective Date.</u> An amendment shall become effective upon filing with the Secretary of State and recording a certified copy in the Public Records of Collier County, Florida with the same formalities as are required in the Declaration for recording amendments to the Declaration.

ARTICLE IX

INDEMNIFICATION: To the fullest extent permitted by Florida law, the Association shall indemnify and hold harmless every Director and every officer of the Association against all expenses and liabilities including attorney's fees, actually and reasonably incurred by or imposed on him in connection with any legal proceeding (or settlement or appeal of such proceeding) to which he may be a party because of his being or having been a Director or officer of the Association. The foregoing right of indemnification shall not apply to:

- (A) Willful misconduct or a conscious disregard for the best interests of the Association, in a preceding by or in the right of the Association to procure a judgement in its favor.
- (B) A violation of criminal law, unless the Director or officer had no reasonable cause to believe his action was unlawful or had reasonable cause to believe his action was lawful.
- (C) A transaction from which the Director or officer derived an improper personal benefit.
- (D) Wrongful conduct by Directors or officers, in a proceeding brought by or on behalf of the Association.

In the event of a settlement, the right to indemnification shall not apply unless a majority of the disinterested Directors approves the settlement as being in the best interest of the Association. The foregoing rights of indemnification shall be in addition to, and not exclusive of all other rights to which a Director or officer may be entitled.

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CERTIFICATE

The undersigned, being the duly elected and acting President of Vanderbilt Community Services Association. Inc., hereby certifies that the foregoing Articles of Incorporation were approved by the affirmative vote of a majority of each class of voting members present in person or by proxy at a meeting of the members held on January 13, 2014, after due notice, in accordance with the requirements of the Articles of Incorporation for their amendment, and that said vote was sufficient for the amendment.

Executed this 18 day of JALKARY . 2014. VANDERBILT COMMUNITY SERVICES ASSOCIATION, INC. Gary McKinney, President 28541 Winthrop Circle Bonita Springs, FL 34134

(SEAL)

Pamela Roland Miller, Secretary

STATE OF FLORIDA COUNTY OF COLLIER

Subscribed to before me this 18 day of January 2013, by Gary McKinney, as President of the aforenamed corporation, on behalf of the corporation. He is personally known to me or did produce PLDL.

as identification.

TINA L. MILIOTI Notary Public - State of Florida My Comm. Expires Dec 18, 2017 (Print Type or Stamp Commissioned Name of

Notary Public) (Affix Notarial Seal)

STATE OF FLORIDA COUNTY OF COLLIER

day of January ... 2014, by Pamela Roland Miller, as Secretary of Subscribed to before me this 18 the aforenamed corporation, on behalf of the corporation. She's personally known to me or did produce FL DU M41001016525870 as identification.

TINA L. MILIOTI Notary Public - State of Florida My Comm. Expires Dec 18, 2017 Commission # FF 077991

(Print: Type of Stanta Commissioned Vame of

Notary Public) (Affix Notarial Seal)

ARTICLES OF INCORPORATION

EXHIBIT "E"

SAMOUCE & GAL, P.A. • Attorneys at Law • 5405 Park Central Court • Naples, FL • 34109 Phone (239) 596-9522 • Fax (239) 596-9523

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NOTE: SUBSTANTIAL AMENDMENT OF ENTIRE BYLAWS. FOR PRESENT TEXT SEE EXISTING BYLAWS.

AMENDED AND RESTATED BYLAWS OF VANDERBILT COMMUNITY SERVICES ASSOCIATION, INC.

- 1. **GENERAL.** These are the Amended and Restated Bylaws of Vanderbilt Community Services Association, Inc., hereinafter the "Association," a corporation not for profit organized under the laws of Florida as a community association for the purpose of operating a residential community. All prior Bylaws are hereby revoked and superseded in their entirety.
- **1.1** <u>Principal Office</u>. The principal office of the Association shall be at such location within Lee or Collier County, Florida as may be determined from time to time by the Board of Directors.
- **1.2** <u>Seal</u>. The seal of the Association shall be inscribed with the name of the Association, the year of its organization, and the words "Florida" and "corporation not for profit." The seal may be used by causing it, or a facsimile of it, to be impressed, affixed, reproduced or otherwise placed upon any document where a seal may be required.
- **1.3** <u>Definitions.</u> The definitions set forth in Article I of the Amended and Restated Declaration of Covenants, Conditions and Restrictions of Vanderbilt Lakes, to which these Bylaws are attached as Exhibit "F," shall apply to terms used in these Bylaws, unless the context clearly requires another meaning.
- **2. MEMBERS.** The members of the Association are the record owners of legal title to the four hundred thirty-two (432) residential parcels within Vanderbilt Lakes. In the case of a parcel subject to an agreement for deed, the purchaser in possession shall be deemed the owner of the parcel solely for purposes of determining use rights. If a parcel is subject to a life estate, the life tenant is deemed the parcel owner, and joint life tenants are deemed joint owners for the purposes of this provision. Membership becomes effective upon the occurrence of the last to occur of the following events.
 - (A) Recording in the public records of a deed or other instrument evidencing legal title to the parcel in the name of the member.
 - (B) Delivery to the Association of a copy of the recorded deed or other instrument evidencing title.
 - (C) Delivery to the Association, if required, of a written designation of primary occupant.
- **2.1** <u>Voting Rights; Voting Interests</u>. The members of the Association who are the record owners of ninety-two (92) single family parcels within Vanderbilt Lakes are entitled to four (4) votes for each parcel for a combined total voting interests for the single family parcels of three hundred sixty-eight (368). The members of the Association who are the record owners of title to the two hundred sixty (260) multifamily parcels from the Carmel, Bermuda Cays, Bermuda Isles I and Bermuda Isles II neighborhoods are entitled to one (1) vote

BYLAWS

for each parcel owned, for a combined total voting interest for multifamily parcels of two hundred sixty (260). The members of the Association who are the record owners of the eighty (80) multifamily parcels with the Bermuda Gardens neighborhood are not entitled to any votes. The total voting interests in the Association are six hundred twenty-eight (628). The right to vote may be denied because of delinquent assessments pursuant to Florida Law. If a parcel is owned by one (1) natural person, his right to vote shall be established by the record title to the parcel. If a parcel is owned jointly by two (2) or more natural persons who are not acting as trustees, that parcel's vote may be cast by any one (1) of the record owners. If two (2) or more owners of a parcel do not agree among themselves how their one (1) vote shall be cast on any issue, that vote shall not be counted on that issue. If the owner of a parcel is not a natural person or is a trustee, the vote of that parcel shall be cast by the parcel's primary occupant, designated as set forth in Section 9. of the Declaration.

- **2.2** Approval or Disapproval of Matters. Whenever the decision of a parcel owner is required upon any matter, whether or not the subject of an Association meeting, such decision may be expressed by any person authorized to cast the vote of such parcel at an Association meeting as stated in Section 2.1 above, unless the joinder of all record owners is specifically required.
- **2.3** Change of Membership. Following written approval of the Association as elsewhere required herein, a change of membership in the Association shall be established by the new member's membership becoming effective as provided for in Section 2. above, and the membership of the prior owner shall thereby be automatically terminated.
- **2.4** <u>Termination of Membership</u>. Termination of membership in the Association does not relieve or release any former member from liability or obligation incurred under or in any way connected with the Association during the period of his membership, nor does it impair any rights or remedies the Association may have against any former owner or member arising out of or in any way connected with such ownership and membership and the covenants and obligations incident thereto.

3. MEMBERS' MEETINGS; VOTING.

- **3.1** Annual Meeting. There shall be noticed an annual meeting of the members in each calendar year. The annual meeting shall be held in Lee or Collier County, Florida, each year at a date, time and place designated by the Board of Directors, for the purpose of electing Directors and transacting any other business duly authorized to be transacted by the members. During the annual meeting, ballots cast in the annual election of Directors shall be counted and results announced.
- 3.2 Special Members' Meetings. Special members' meetings must be held whenever called by the President or by a majority of the Board of Directors, and may also be called by members having the request of at least twenty-five percent (25%) of the voting interests. Such requests shall be in writing, shall state the purpose or purposes of the meeting, and shall be signed by all the members making the request. The business at any special meeting shall be limited to the items specified in the notice of meeting.
- **3.3** Notice of Meetings. Notices of all meetings of the members must state the time, date, and place of the meeting and include an agenda for the meeting. The notice must be mailed to each member at the address which appears on the books of the Association, or may be furnished by personal delivery or by electronic transmission. The member bears the responsibility for notifying the Association of any change of address.

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The notice must be mailed, delivered or electronically transmitted at least fourteen (14) days before the meeting. If ownership of a parcel has been transferred or the Association is not notified of such transfer after notice has been mailed, no separate notice to the new owner is required. Notice of any meeting may be waived in writing by any person entitled to receive such notice. Attendance at any meeting by a member constitutes waiver of notice by that member, unless the member objects to the lack of notice at the beginning of the meeting. Notice of parcel owner meetings, except parcel owner meetings called to recall the Board members may be given by electronic transmission to parcel owners who consent to receive notice by electronic transmission.

- **3.4** Quorum. A quorum at a members' meeting shall be attained by the presence, either in person or by proxy, of persons entitled to cast at least thirty percent (30%) of the votes of the entire membership.
- **3.5** <u>Vote Required</u>. The acts approved by a majority of the votes cast at a duly called meeting of the members at which a quorum has been attained shall be binding upon all parcel owners for all purposes, except where a greater or different number of votes is expressly required by law or by any provision of the governing documents.
- 3.6 Proxy Voting. Members may cast their votes at a meeting in person or by proxy. A proxy shall be valid only for the specific meeting for which originally given and any lawful adjournment of that meeting. No proxy shall be valid for a period longer than ninety (90) days after the date of the first meeting for which it was given. Every proxy shall be revocable at the pleasure of the person executing it. To be valid, a proxy must be in writing, dated, signed by the person authorized to cast the vote for the unit, specify the date, time and place of the meeting for which it is given and the original must be delivered to the Secretary by the appointed time of the meeting or adjournment thereof. No proxy shall be valid if it names more than one person as the holder of the proxy, but the holder shall have the right, if the proxy so provides, to substitute another person to hold the proxy. Holders of proxies need not be members.
- 3.7 Adjourned Meetings. Any duly called meeting of the members may be adjourned to be reconvened at a later time by vote of the majority of the voting interests present, regardless of whether a quorum has been attained. When a meeting is so adjourned it shall not be necessary to give further notice of the time and place of its continuance if such are announced at the meeting being adjourned. Any business which might have been conducted at the meeting as originally scheduled may instead be conducted when the meeting is reconvened, but only if a quorum is then present.
- **3.8** Order of Business. The order of business at members' meetings shall be substantially as follows:
 - (A) Election of chairman of the meeting, unless the President or Vice-President of the Association is present, then he or she shall preside.
 - (B) Call of the roll or determination of quorum.
 - (C) Reading or disposal of minutes of last members meeting
 - (D) Reports of Officers
 - (E) Reports of Committees

BYLAWS

- (F) Election of Directors (annual meeting only)
- (G) Unfinished Business
- (H) New Business
- (I) Adjournment
- **3.9** Minutes. Minutes of all meetings of members and of the Board of Directors shall be kept in a businesslike manner and available for inspection by members or their authorized representatives at all reasonable times. Minutes of a meeting must be reduced to written form within thirty (30) days after the meeting.
- **3.10** Parliamentary Rules. Roberts' Rules of Order (latest edition) may govern the conduct of the Association meetings when not in conflict with the law, with the Declaration, or with these Bylaws.
- 3.11 Action by Members Without Meeting. Except for the holding of the annual meeting and annual election of Directors, any action required or permitted to be taken at a meeting of the members may be taken without a meeting if written consents or other instruments expressing approval of the action proposed to be taken are signed and returned by members having not less than the minimum number of votes that would be necessary to take such action at a meeting at which all of the voting interests were present and voting. If the requisite number of written consents are received by the Secretary within sixty (60) days after the earliest date which appears on any of the consent forms received, the proposed action so authorized shall be of full force and effect on the date the requisite number of written consents are received, as if on the date the requisite number of written consents are received by vote of the members at a meeting of the members held on said date. Within ten (10) days after the date the requisite number of consents is received, the Board shall send written notice of the action taken to all members who have not consented in writing. Nothing in this paragraph affects the rights of members to call a special meeting of the membership, as provided for by Section 3.2 above, or by law. If the vote is taken by the method described in this section, the list of parcel owners on record with the Secretary at the time of mailing the voting material shall be the list of qualified voters.
- **4. BOARD OF DIRECTORS.** The administration of the affairs of the Association shall be by a Board of Directors. All powers and duties granted to the Association by law, as modified and explained in the Declaration, Articles of Incorporation, and these Bylaws, shall be exercised by the Board, subject to approval or consent of the parcel owners only when such is specifically required.
- **4.1** Number and Terms of Service. The number of Directors which shall constitute the whole Board of Directors shall be five (5). All Directors shall be elected for two (2) year staggered terms. A Director's term will end at the annual election at which his successor is to be duly elected, unless he sooner resigns or is recalled as provided in Section 4.5 below. Directors shall be elected by the members as described in Section 4.3 below, or in the case of a vacancy, as provided in Section 4.4 below.
- **4.2 Qualifications.** Each Director must be a residential parcel owner or the spouse of a residential parcel owner.

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- **4.3** Nominations and Elections. At each Annual Meeting the members shall elect, by a written ballot which the member personally casts, either by hand or by mail, as many Directors as there are regular terms of Directors expiring or vacancies to be filled. The search committee, if any, may submit its candidates for the office of Director in time to be included with the notice of the annual meeting, any other eligible person may also be nominated as a candidate by himself or by another member from the floor at the annual meeting. Directors shall be elected by a plurality of the votes cast, in person or by proxy, at the annual meeting. In the election of Directors, there shall be appurtenant to each unit as many votes as there are Directors to be elected. The candidates receiving the highest number of votes shall be declared elected. A tie vote shall be broken by agreement among the candidates who are tied, or by lot.
- **4.4** Resignation; Vacancies on the Board. Any Director may resign at any time by giving written notice to the Association, and unless otherwise specified therein, the resignation shall become effective upon receipt. If the office of any Director becomes vacant for any reason, a successor to fill the remaining unexpired term shall be appointed or elected as follows:
 - (A) Any vacancy occurring on the Board of Directors may be filled by the affirmative vote of the majority of the remaining Directors, even though the remaining Directors constitute less than a quorum, or by the sole remaining Director. A Director elected or appointed to fill a vacancy shall be elected or appointed for the unexpired term of his predecessor in office. If a vacancy is not so filled or if no Director remains, the replacement may be elected by the members or, on the petition of any member, by appointment of the Circuit Court of the county where the Community is located.
 - (B) If a vacancy occurs on the Board as a result of an increase in the number of Directors or a recall in which less than a majority of the Board members are removed, the vacancy may be filled by the affirmative vote of a majority of the remaining directors, though less than a quorum, but only for a term of office continuing until the next annual election of Directors by the members, at which time the members shall elect a successor to fill the remaining unexpired term, if any.
 - (C) If vacancies occur on the Board as a result of a recall, and a majority or more of the Directors are removed, the vacancies shall be filled in accordance with procedural rules to be adopted by the Division, which provide procedures governing the conduct of the recall election as well as the operation of the Association during the period after a recall, but prior to the recall election.
 - (D) A vacancy that will occur at a specific later date, by reason of a resignation effective at a later date under §617.0807 or otherwise, may be filled before the vacancy occurs. However the new Director may not take office until the vacancy occurs.
- 4.5 Recall of Directors by Members. Any or all Directors may be recalled, with or without cause, by approval of a majority of the entire membership, either by a written petition or at a meeting called for that purpose purpose no earlier than sixty (60) days after the Directors have been elected and no later than sixty (60) days before the next election. If a meeting is held or a petition is filed for the removal of more than one (1) Director, the question shall be determined separately as to each Director sought to be recalled. If a special meeting is called by ten percent (10%) of the voting interests for the purpose of recall, the notice of the meeting must be accompanied by a dated copy of the signature list, stating the purpose of the signatures.

BYLAWS

The meeting must be held not less than fourteen (14) days nor more than sixty (60) days after the date of notice of the meeting.

- **4.6** Organizational Meeting. The organizational meeting of a new Board of Directors shall be held within ten (10) days after the election of new Directors, at such place and time as may be fixed and announced by the Directors at the meeting in conjunction with which they were elected.
- **4.7** Other Meetings. Meetings of the Board may be held at such time and place in Lee or Collier County, Florida, as shall be determined from time to time by the President or a majority of the Directors, or by petition of twenty percent (20%) of the total voting interests of the Association. Notice of meetings shall be given to each Director, personally or by mail, telephone, telegram or electronic transmission at least forty-eight (48) hours before the meeting and as otherwise required by law.
- **4.8** Notice to Owners. Meetings of the Board of Directors shall be open to members except for meetings between the Board and its attorney with respect to proposed or pending litigation where the contents of the discussion would otherwise be governed by the attorney-client privilege or meetings of the Board held to discuss personnel matters, and notices of all Board meetings, together with an agenda, shall be posted conspicuously in the community at least forty-eight (48) hours in advance of each Board meeting, except in an emergency. Notice of any Board meeting where assessments are to be considered for any reason shall specifically contain a statement that assessments will be considered and the nature of assessments and the notice shall be provided to the owners by mail, delivery or electronic transmission or broadcast on closed-circuit cable television and conspicuously posted on the property at least fourteen (14) days prior to the meeting. Notice of any Board meeting where rules that regulate the use of parcels in the community may be adopted, amended or revoked must be provided by mail, delivery or electronic transmission or broadcast on closed-circuit cable television to all members and conspicuously posted on the property at least fourteen (14) days before the meeting. The notice must include a statement that changes to the rules regarding the use of parcels will be considered at the meeting.
- **4.9** <u>Waiver of Notice</u>. Any Director may waive notice of a meeting before or after the meeting, and such waiver is deemed equivalent to the giving of notice. If all Directors are present at a meeting, no notice to Directors shall be required.
- **4.10 Quorum of Directors.** A quorum at a Board meeting exists only when at least a majority of all Directors are present in person at a duly called meeting. Directors may participate in any meeting of the Board, or meeting of an executive or other committee, by conference telephone call or similar communicative arrangement whereby all persons present can hear and speak to all other persons. Participation in a meeting by such means is equivalent to presence in person.
- 4.11 <u>Vote Required</u>. The acts approved by a majority of those Directors present and voting at a meeting at which a quorum has been attained shall constitute the acts of the Board of Directors, except when approval by a greater number of Directors is required by the governing documents or by applicable statutes. A Director who is present at a meeting of the Board shall be deemed to have voted in favor of any action taken, unless he voted against such action or abstained from voting because of an asserted conflict of interest, and the vote by each Director present on each matter voted upon shall be recorded in the minutes of each meeting. Directors may not vote by proxy or secret ballot at Board meetings, except that secret ballots may be used in the election or removal of officers.

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- **4.12** Adjourned Meetings. The majority of those present at any meeting of the Board of Directors, regardless of whether a quorum has been attained, may adjourn the meeting to be reconvened at a specified later time. When the meeting is reconvened, provided a quorum is present, any business that might have been transacted at the meeting originally called may be transacted.
- **4.13** The Presiding Officer. The President of the Association, or in his absence, the Vice-President, shall be the presiding officer at all meetings of the Board of Directors. If neither is present, the presiding officer shall be selected by majority vote of those Directors present.
- **4.14** Compensation of Directors and Officers and Reimbursement of Expenses. Neither Directors nor officers shall receive compensation for their services as such. Directors and officers may be reimbursed for all actual and proper out-of-pocket expenses related to the proper discharge of their respective duties.
- 4.15 Committees. The Board of Directors may appoint from time to time such standing or temporary committees, including a search committee, as the Board may deem necessary and convenient for the efficient and effective operation of Vanderbilt Lakes. Any such committee shall have the powers and duties assigned to it in the resolution creating the committee. Only committees assigned with the power to make final decisions requiring the expenditure of Association funds or committees vested with the power to approve or disapprove architectural decisions with respect to a specific parcel owned by a Member shall hold meetings that are open to Members and such committees shall give notice and hold their meetings with the same formalities as are required for Board Meetings Committees vested with the power to approve or disapprove architectural decisions with respect to a specified parcel of residential property owned by a member of the community may not vote by proxy or secret ballot.
- **4.16** Emergency Powers. In the event of any "emergency" as defined in Paragraph 4.16(G) below, the Board of Directors may exercise the emergency powers described in this Section, and any other emergency powers authorized by Sections 617.0207, and 617.0303, Florida Statutes, as amended from time to time.
 - (A) The Board may name as assistant officer's persons who are not Directors, which assistant officers will have the same authority as the executive officers to whom they are assistant during the period of the emergency, to accommodate the incapacity of any officer of the Association.
 - (B) The Board may relocate the principal office or designate alternative principal offices or authorize the officers to do so.
 - (C) During any emergency the Board may hold meetings with notice given only to those Directors with whom it is practicable to communicate, and the notice may be given in any practicable manner, including publication or radio. The Director or Directors in attendance at such a meeting shall constitute a quorum.
 - (D) Corporate action taken in good faith during an emergency under this Section to further the ordinary affairs of the Association shall bind the Association; and shall have the rebuttable presumption of being reasonable and necessary.

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- (E) Any officer, director, or employee of the Association acting with a reasonable belief that his actions are lawful in accordance with these emergency Bylaws shall incur no liability for doing so, except in the case of willful misconduct.
- (F) These emergency Bylaws supersede any inconsistent or contrary provisions of the Bylaws during the period of the emergency.
- (G) An "emergency" exists for purposes of this Section during the time when a quorum of the Board cannot readily be assembled because of the occurrence or imminent occurrence of a catastrophic event, such as a hurricane, earthquake, act of war, civil unrest or terrorism, or other similar event. An "emergency" also exists during the period of time that civil authorities have declared that a state of emergency exists in, or have ordered the evacuation of, the area in which the Community is located, or have declared that area a "disaster area." A determination by any two (2) Directors, or by the President, that an emergency exists shall have presumptive validity.

5. OFFICERS.

- **5.1** Officers and Elections. The officers of the Association shall be a President, and a Vice-President, who must be Directors, a Treasurer and a Secretary, all of whom shall be elected annually by the Board of Directors. Any officer may be removed with or without cause by vote of a majority of all Directors at any meeting. Any person except the President may hold two (2) or more offices. The Board may, from time to time, appoint such other officers, and designate their powers and duties, as the Board shall find to be required to manage the affairs of the Association.
- **5.2** <u>President.</u> The President shall be the presiding officer of the Association; he shall preside at all meetings of the members and Directors, shall be *ex-officio* a member of all standing committees, shall have general and active management of the business of the Association, and shall see that all orders and resolutions of the Board are carried into effect. He shall execute bonds, mortgages and other contracts and documents requiring the execution of the Association, except where such are permitted by law to be otherwise signed and executed, and the power to execute is delegated by the Board of Directors to some other officer or agent of the Association.
- **5.3** <u>Vice President</u>. The Vice President shall, in the absence or disability of the President, perform the duties and exercise the powers of the President; and shall perform such other duties as the Board of Directors shall assign.
- **5.4** Secretary. The Secretary shall attend all meetings of the Board of Directors and all meetings of the members and shall cause all votes and the minutes of all proceedings to be recorded in a book or books to be kept for the purpose, and shall perform like duties for the standing committees when required. He shall give, or cause to be given, notice of all meetings of the members and of the Board of Directors, and shall perform such other duties as may be prescribed by the Board or the President. He shall keep in safe custody the seal of the Association and, when authorized by the Board, affix the same to any instrument requiring it. The Secretary shall be responsible for the proper recording of all duly adopted amendments to the governing documents. Any of the foregoing duties may be performed by an Assistant Secretary, if one has been designated.

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- **5.5** Treasurer. The Treasurer shall be responsible for Association funds and securities, the keeping of full and accurate accounts of receipts and disbursements in books belonging to the Association, and the deposit of all monies and other valuable effects in the name and to the credit of the Association in such depositories as may be designated by the Board of Directors. The Treasurer shall oversee the disbursement of Association funds, keeping proper documentation for such disbursements, and shall render to the President and Directors, at meetings of the Board, or whenever they may require it, a full accounting of all transactions and of the financial condition of the Association. Any of the foregoing duties may be performed by an Assistant Treasurer, if one (1) has been designated.
- **5.6** Compensation of Officers. No members of the Board of Directors shall be employed or compensated by the Association.
- **6. FISCAL MATTERS.** The provisions for fiscal management of the Association set forth in the Declaration shall be supplemented by the following provisions:
- **6.1** <u>Depository.</u> The Association shall maintain its funds in such federally insured accounts at such financial institutions in the State of Florida as shall be designated from time to time by the Board. Withdrawal of money from such accounts shall be only by such persons as are authorized by the Board. The Board may invest Association funds in interest-bearing accounts, money market funds, certificates of deposit, U.S. Government securities, and other similar investment vehicles.
- **6.2** Accounts of the Association. The Association shall maintain its accounting books and records according to generally accepted accounting principles. There shall be an account for each parcel. Such account shall designate the name and mailing address of each parcel owner, the amount and due date of each assessment or charge against the parcel, the amounts paid, date of payment and the balance due.
- **6.3** <u>Budget</u>. The Treasurer shall prepare and the Board of Directors shall adopt a budget of Association estimated revenues and expenses for each coming fiscal year. Once adopted, the Association shall provide to each member a copy of the annual budget or a written notice that a copy of the budget is available upon request at no charge to the member. The proposed budget shall be detailed and shall show the amounts budgeted by accounts and revenue and expense classifications. The estimated surplus or deficit as of the end of the current year shall be shown and all fees or charges for recreational amenities shall be set out separately.
- **6.4** Reserves. The Board may establish in the budget one or more restricted reserve accounts for capital expenditures and deferred maintenance. Contingency reserves for unanticipated operating expenses shall be included, if at all, in the operating portion of the budget. These funds may be spent for any purpose approved by the Board. The purpose of reserves is to provide financial stability and to avoid the need for special assessments. The amounts proposed to be so reserved shall be itemized in the annual budget.
- **6.5** Assessments. Regular annual assessments based on the adopted budget shall be paid semi-annually in advance, due on the first day of January and July of each year. Written notice of any increase in semi-annual assessments shall be sent to the members at least fifteen (15) days prior to the due date, but failure to send or receive such notice shall not excuse the obligation to pay. If the Board fails to adopt an annual budget for a new fiscal year or if notice of any increase has not been made at the time the first semi-annual installment for a fiscal year is due, it shall be presumed that the amount of such installment is the same as the last semi-annual payment, and shall be continued at such rate until a budget is adopted and new semi-annual

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installments are calculated, at which time an appropriate adjustment shall be added to or subtracted from each parcel's next due semi-annual installment.

- **6.6 Special Assessments.** Special assessments may be imposed by the Board of Directors when necessary to meet unusual, unexpected, unbudgeted, or non-recurring expenses, or for such other purposes as are authorized by the Declaration and these Bylaws. Special assessments are due on the day specified in the resolution of the Board approving such assessment. The total of all special assessments made coming due in any fiscal year shall not exceed fifteen percent (15%) of the total annual budget for that year, including reserves, unless a majority of the voting interests who are present, in person or by proxy, at a meeting called for the purpose first consent. The notice of any special assessment must contain a statement of the purpose(s) of the assessment, and the funds collected must be spent for the stated purpose(s) or returned to the members as provided by law.
- **6.7** Fidelity Bonds. The President, Secretary and Treasurer, and all other persons who are authorized to sign checks or have access to Association funds, shall be bonded in such amounts as may be required by law or otherwise determined by the Board of Directors. The premiums on such bonds are a common expense.
- **6.8** Financial Reports. Not later than ninety (90) days after the close of each fiscal year, the Board shall prepare and complete, or contract with a third party for the preparation and completion of, a financial report for the preceding fiscal year. Within twenty-one (21) days after the final financial report is completed by the Association or received from the third party, but not later than one hundred twenty (120) days after the end of the fiscal year, the Association shall provide each member with a copy of the annual financial report or a written notice that a copy of the financial report is available upon request at no charge to the member in accordance with Chapter 720, Florida Statutes. These full reporting requirements of Section 720.303(7), Florida Statutes, may be waived if approved by at least a majority of the voting interests present in person or by proxy at a meeting called for the purpose.
- **6.9** Audits. A formal, certified audit of the accounts of the Association, if required by law, by approval of a majority of the voting interests, or by a majority of the Board of Directors, shall be made by a certified public accountant, and a copy of the audit report shall be available to all owners.
- **Application of Payments and Co-Mingling of Funds.** All money collected by the Association may be co-mingled in a single fund or divided into two or more funds, as determined by the Board of Directors. All payments on account by a unit owner shall be applied as to interest, delinquencies, costs and attorney's fees, other charges, and regular or special assessments, in such manner and amounts as the Board may determine.
- **6.11** <u>Fiscal Year</u>. The fiscal year for the Association shall begin on the first day of January of each calendar year. The Board of Directors may adopt a different fiscal year in accordance with law and the regulations of the Internal Revenue Service.
- **7. RULES AND REGULATIONS.** The Board of Directors may, from time to time, adopt and amend administrative rules and regulations governing the use, maintenance, management and control of the common elements and the operation of the Association. Copies of such rules and regulations shall be furnished to each parcel owner.

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- **8. COMPLIANCE AND DEFAULT; REMEDIES.** In addition to the remedies provided in Section 12. of the Declaration the following shall apply:
- **8.1 Fines; Suspensions.** The Board of Directors may levy fines and/or suspensions against any members who are delinquent for more than ninety (90) days in paying a monetary obligation due to the Association or against members, or a member's tenants or guests or both who commit violations of Chapter 720, Florida Statutes, the provisions of the governing documents, or the rules and regulations, or who condone such violations by their family members, guests or lessees. Fines shall be in amounts deemed necessary by the Board to deter future violations, but in no event shall any fine exceed the maximum amount allowed by law. Suspensions of the use of common areas and facilities may be imposed for a reasonable period of time to deter future violations. A Suspension cannot be imposed to prevent access or utility services to the parcel. The procedure for imposing fines and/or suspensions shall be as follows:
 - (A) <u>Notice</u>. The party against whom the fine and/or suspension is sought to be levied or imposed shall be afforded an opportunity for hearing after reasonable notice of not less than fourteen (14) days, and the notice shall include:
 - (1) A statement of the date, time and place of the hearing;
 - (2) A specific designation of the provisions of Chapter 720, Florida Statutes, the governing documents or the rules which are alleged to have been violated;
 - (3) A short and plain statement of the specific facts giving rise to the alleged violation(s); and
 - (4) The possible amounts of any proposed fine and/or possible use rights of common areas or facilities to be suspended.
 - (B) Hearing: At the hearing the party against whom the fine and/or suspension may be levied shall have a reasonable opportunity to respond, to present evidence, and to provide written and oral argument on all issues involved, and to review, challenge, and respond to any evidence or testimony presented by the Association. The hearing shall be conducted before a panel of three (3) non-Director members appointed by the Board, none of whom may then be serving as Directors or officers or who are employees of the Association, or the spouse or non-spouse companion, parent, child, brother or sister of an officer, director or employee. If the committee, by majority vote, does not agree with the fine, and/or suspension, it may not be levied. If the committee agrees with the fine, and/or suspension, the Board of Directors shall levy same.
- **8.2** Correction of Health and Safety Hazards. Any violations of Association rules which creates conditions of the property which are deemed by the Board of Directors to be a hazard to the public health or safety may be dealt with immediately as an emergency matter by the Association, and the cost thereof shall be charged to the unit owner.
- **8.3** Mandatory Mediation. In the event of any dispute as defined in Section 720.311, Florida Statutes, between a parcel owner and the Association arising from the operation of the Community, the parties must

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submit the dispute to mandatory mediation. Nothing herein shall be construed to require mediation of disputes related to the levy or collection of fees or assessments.

- **8.4** Availability of Remedies. Each member, for himself, his heirs, successors and assigns, agrees to the foregoing provisions relating to default and abatement of violations regardless of the harshness of the remedy utilized by the Association and regardless of the availability of other legal remedies. It is the intent of all members to give the Association methods and procedures which will enable it to operate on a businesslike basis, to collect those monies due it and to preserve the right of the majority to enjoy the property free from unreasonable disruptions and annoyance.
- **9. AMENDMENT OF BYLAWS.** Amendments to these Bylaws shall be proposed and adopted in the following manner:
- **9.1 Proposal.** Amendments to these Bylaws may be proposed by a majority of the Board, or by written petition to the Board, signed by at least one-fourth (1/4th) of the voting interests.
- **9.2** <u>Procedure.</u> Upon any amendment or amendments to these Bylaws being proposed by said Board or parcel owners, such proposed amendment or amendments shall be submitted to a vote of the owners not later than the next annual meeting for which proper notice can still be given.
- **9.3** <u>Vote Required.</u> Except as otherwise provided by law, or by specific provision of the governing documents, a proposed amendment to these Bylaws shall be adopted if it is approved at least two-thirds (2/3rds) of the voting interests who are present and voting, in person or by proxy, at any annual or special meeting called for the purpose, provided that notice of the proposed amendment has been given to the members in accordance with law.
- **9.4** Recording; Effective Date. A copy of each adopted amendment shall be attached to a certificate reciting the facts of its adoption, which certificate shall be executed by officers of the Association with the formalities of a deed. The amendment shall be effective when the certificate and copy of the amendment are recorded in the Public Records of Lee County, Florida. The certificate must identify the book and page of the Public Records where the Declaration was originally recorded.

10. MISCELLANEOUS.

- **10.1** Gender. Whenever the masculine or singular form of a pronoun is used in these Bylaws, it shall be construed to mean the masculine, feminine or neuter; singular or plural, as the context requires.
- **10.2** Severability. Should any portion hereof be void or become unenforceable, the remaining provisions of the instrument shall remain in full force and effect.
- **10.3** <u>Conflict</u>. If any irreconcilable conflict between these Bylaws and the Declaration or Articles of Incorporation should exist or arise, the provisions of the Declaration or Articles of Incorporation shall prevail over the provisions of these Bylaws.

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