

**CURRENT BY-LAWS OF
THE MEADOWS SOUTH ASSOCIATION, INC.**

ARTICLE 1: NAME

The name of the corporation shall be The Meadows South Association, In., a corporation not for profit, hereinafter referred to as the Association.

ARTICLE 2: OBJECTIVES

SECTION 1: The Association shall administer the operation and maintenance of the common areas of the development and collect from the owners a fee to pay all expenses to include:

- A. Mowing and edging of lawns.
- B. Reused water supply lawns, including Association supply lines around each building.
- C. Maintenance of perimeter chain link fences.
- D. Basic cable television charges until current contract expires, at which time service will be suspended and a reduction in charges in dues will be reviewed.
- E. Monthly interior pest control.
- F. Garbage pick-up.
- G. Termite inspection and insurance.
- H. Electricity for common property expenses.
- I. Liability insurance for common areas, perimeter of development, streets, as well as coverage for Board of Directors and Officers.
- J. Routing maintenance of streets within the Meadows South development.

SECTION 2: Non-recurring expenses, such as, but not limited to, road repair will require assessments.

SECTION 3: The Association shall have all the power and duties set forth in the Declaration of Restrictions or real estate, made by Route 50 Corporation, dated 20 April 1982 and recorded in Brevard County Records as Document pages 2540-45, on 18 November 1982 at 4:30 p.m. #706117, and the Articles of Incorporation, Florid Charter #766537. Any conflict in the by-laws shall be resolved in favor of the above documents.

ARTICLE 3: MEMBERSHIP AND VOTING

All persons hereafter owning a vested interest in the fee title of any one of the lots in the development and which interest is evidenced by the recordation of a proper instrument in the Public Records of Brevard County, Florida, shall automatically be members of the Association and their membership shall automatically terminate when they no longer own

such interest. The owner or owners of each lot who reside on the property shall be entitled to one vote.

ARTICLE 4: OFFICERS AND DIRECTORS

SECTION 1: The elected officers of the Association shall be President, Vice-president, Secretary, Treasurer, and one Director for two building each where feasible. Elected officers shall also serve as Directors, excluding the President, if less than 9 Directors are elected.

- A. Officers and Directors shall be elected at the annual meeting. The annual meeting shall be held in January, unless unforeseen circumstances (such as illness) should prohibit such a meeting. Homeowners will be advised of such postponement and given thirty (30) days notice of rescheduled date for Annual Homeowners meeting. Officers and Directors must be unit owner and resident of Meadows South, able to attend Board meetings in person, in good standing with no outstanding complaints or past due maintenance fees and shall hold office for one year or until their successor is elected. Only 1 owner for each unit may be an Officer or Director of the Board of Directors at any one time.

SECTION 2: DUTIES OF MEMBER OF THE BOARD OF DIRECTORS

- A. The President is the Chief Executive Office of the Association, subject to the Board of Directors. He/she has general charge of the business affairs, property and operation of the Association.
- B. The Vice-president will be assigned specific duties of presidency in the absence of the President
- C. The Secretary records the proceedings of Association meetings and handles correspondence and maintains legally required records as specified by the State of Florida Department of Business and Professional Regulations under Florida Statutes Chapter 720. The Secretary will post all required reports to all Association members.
- D. The Treasurer receives and disburses all funds for the Association as approved by the Board and as budgeted by the Association and must always maintain and physically possess and protect the checkbook at all times. The Treasurer and a second Officer are required as co-signers for physical checks. At least two officers, one of which should include the Treasurer, will be registered signers on all financial accounts. The Treasurer will present copies of monthly bank statements and financial statements as deemed necessary for monthly Board meetings to account for all income and expenses. The Treasurer will have and monitor all access, both physical and electronic, to all financial accounts and oversee all transfers of funds.
- E. Directors will be assigned buildings by the President. Directors will work with the owners of the units in their assigned buildings to see that owners and residents are provided copies of Deed Restrictions, Bylaws and Notices and act as liaison between such parties and the Association officers.

- F. All members of the Board must become qualified and fulfill State of Florida requirements for serving on a Homeowners Association by completing the required state certified course or completing the state formatted form stating they have read all Deed Restrictions, current Bylaws, and State Regulations pertaining to Homeowner Associations within 90 (ninety) days following election.

SECTION 3: A vacancy on the board of Directors may be filled by any deed holder or their immediate family member, both of whom must reside full time in the residence, are in good standing, and qualified under Florida statutes. Immediate family members are to include husband, wife, parent, grandparent, son, daughter, sister or brother. All board member positions are on a volunteer basis. Members meeting these criteria, wishing to serve on the board must submit themselves for consideration and be approved by a majority vote using standard voting procedures.

SECTION 4: The Board of Directors shall meet once a month. Meetings that do not have a quorum shall be canceled and business scheduled for that meeting will be carried forward for the next scheduled meeting unless three (3) or more Officers or Directors request the meeting be rescheduled prior to that date. When three (3) or more Officers or Directors request the meeting to address and issue prior to the regularly scheduled meeting, other than the above, the President will decide if the issue requires a meeting. Only the President, or the Vice President if the President is not available, can call for a special meeting.

SECTION 5: In adherence to Florida statute 720-303 (12) COMPENSATION PROHIBITED, a director, officer, or committee member of the association may not directly receive any salary or compensation from the association for the performance of duties as a director, officer, or committee member and may not in any other way benefit financially from service to the association.

SECTION 6: All projects over \$1,500 will require three (3) bids to be obtained by the project committee. In rare cases where bids are difficult to obtain, two (2) bids will be permissible with Board approval. All non-recurring projects or services over \$5,000 will require a majority vote at a Special Meeting of the homeowners, called by the President.

ARTICLE 5: GENERAL MEETING

SECTION 1: A regular meeting of the Association will be held yearly. If necessary, the regular meeting of the Association may be scheduled following the procedures in Article 4, Section 1, Subsection A.

SECTION 2: Voting representatives numbering 20% (twenty percent) of the units in the Association at the General Membership meeting will constitute a quorum, providing that at least three (3) Officers or Directors are present. Proxies may only be counted as part of the Quorum if they are limited in scope to the purpose of the meeting.

SECTION 3: Absentee ballots and notification of proxy must be given to the Secretary, or in their absence, to the Officer or Director conducting the meeting, prior to the start time of the General Meeting.

SECTION 4: A majority vote will be more than 50% of all votes cast, including absentee ballots and votes by proxy, once those votes are certified. Certification is to be conducted to verify that the authorized member has cast the vote and that no duplication has occurred for any unit in the Association.

ARTICLE 6: RULES AND REGULATIONS

SECTION 1: The rules and regulations are in accordance with Section 4 of the Deed Restrictions for the Meadows South property and supplement the restrictions established by our property. They are intended to give all owners the maximum freedom in the use of their property consistent with the rights of others. Any exceptions must be approved by the Board of Directors.

SECTION 2: RULES

- A. Oversize vehicles, such as motor homes, travel trailers, boats or boat trailers may not be parked in the complex overnight.
- B. Commercial trucks or any other vehicles used for commercial purposes must have the permission of the Board of Directors to park in the complex overnight.
- C. Parking of pods, moving vans, trucks, or any temporary storage of any kind must be approved by the Board.
- D. No vehicles may be parked on the streets of the complex. Vehicles so parked may be towed at the owner's expense.
- E. Each unit has two (2) designated parking places in front of the designated unit. Use of these spaces is only for the designated residents of the specific unit unless permission is given by the unit owner for use by another party.
- F. All vehicles parked on Meadows South property must have current tags.
- G. No automobile repairs, oil changes, etc. (excluding flat tires and dead batteries) may be made with the complex. Oil spill must be cleaned up promptly.
- H. Parking vehicles on grassy area, common or private within the complex is prohibited.
- I. No vehicles may be parked on the streets of the complex.
- J. A speed limit of 10 MPH is to be observed at all times. Our streets are shared with walkers, children playing, etc.
- K. By order of the Fire Marshall and in the interest of fire safety, cooking or grilling over an open flame shall not take place on porches or under roofs.
- L. All units are required to have smoke alarms.
- M. Fences are permitted in the rear sections between units in the exterior lots of the perimeter. Fences may be chain link or the approved white vinyl fence panels. Fences must have a 4-foot wide gate to adjacent lots.

- N. Fences are permitted in the rear sections between units for interior lots with written approval by the Board. Plans must be submitted in writing for Board approval. Fences should be 6' (six-foot) high white vinyl panels conforming to community standards and must have 4' (four-foot) wide gates to adjacent lots on each side. Fences are prohibited from being erected on the 6' (six-foot) easement behind each unit.
- O. With written approval of the Board, Rubbermaid-style storage units, beige or tan colored to conform to community standards and not to exceed 55 inches wide by 28 inches deep by 65 inches tall, may be placed in the back of an owner's unit and must be placed against the rear wall of the unit.
- P. No pets are allowed to run at large. Owners must clean up their droppings immediately and comply with the city leash laws.
- Q. No commercial solicitation may be made within the complex.
- R. All exterior holiday decorations and lights must be removed within 30 (thirty) days following the holiday.
- S. Hurricane panels may not be mounted before Tropical Storm warnings for our area are posted and must be removed within 30 days after passing of the storm.
- T. If an owner makes any exterior changes to their property or building unit (improvements, alterations, or upgrades), including fences, sheds, roofs, short walls, and/or painting, all other existing By-law regulations and restrictions will apply and the homeowner MUST comply with current By-laws, or they will be cited for Non-compliance to the By-laws.

SECTION 3: WATER

Reclaimed water (non-potable) for irrigation will be provided by the City of Titusville Water Management Department. The irrigation system is maintained by the Association and alteration or interference with its operations may result in fines and charges for repair.

SECTION 4: GARBAGE

In order to avoid odors, insects, and rodents and in the interest of health and sanitation, the following regulations are applicable for use of the dumpsters.

- A. Garbage cans are not permitted outside of the units.
- B. No wet or loose garbage is permitted, such as garbage not processed through the garbage disposal. Garbage shall be placed in plastic garbage bags going into the dumpster. Anything that will attract flies shall be bagged.
- C. Cardboard boxes must be flattened completely.
- D. Any/all debris must go into the dumpster. Debris shall not be left outside of the dumpster.
- E. Any items that cannot be placed inside the dumpster must be disposed of by the resident at the Brevard County Solid Waste Facility located on S.R. 405 in Titusville.
- F. No refuse of any kind can be placed on Route 50/Cheney Highway.
- G. Recycling bins are provided behind the dumpster located on Entrance 1. Please refer to the City of Titusville for regulations for recycling. Plastic bags and pizza boxes of any type are NOT permitted in the recycling bins.

SECTION 5: LAWNS

- A. On maintenance day, it is the owner's responsibility to make sure lawns are free of hoses, above ground sprinklers, toys, and any other items which would hinder lawn mowing and edging.
- B. Keep vehicles back at least one (1) foot from the edge of your lawn so as not to interfere with the mowing and edging.
- C. Residents are responsible for their own flower beds.
- D. Gates in the rear of each lot must be unlocked on lawn maintenance day. Locked gates may result in fines. These gates allow the lawn crews to pass through to each lot.

SECTION 6: ROOFS

Replacement of roof shingles on the roof over each owner's unit is the Owner's responsibility. The shingles must be three (3) Tab asphalt, color Beachwood Sand (Owen Corning) or equal comparable quality and color. Roofs may be upgraded from the three-tab asphalt requirement to architectural shingles, but they must be asphalt shingle roofs and uniform in color according to the By-laws of the Meadows South Association.

SECTION 7: PAINT

Exterior wall paint to be Richards Rich Flex Elastomeric Coating C-y20 L-20. Exterior trim is to be Richards Bark Brown 100% Acrylic Satin int/ext. or the equivalent. White door paint is to be Richards #400 White Signature 100% Acrylic Satin paint. Paint is available at Ace Hardware. As of February 1, 2017, all front doors must either be brown or white. No other colors will be approved. Any repainting of front doors must be done with the approved colors. All units are required to have storm doors in matching shade to match the front door.

SECTION 8: RENTAL UNITS MANDATORY

- A. Owners who rent their units are responsible to see that their tenants comply with all By-laws and Deed Restrictions.
- B. There will be no more than four (4) residents in rental units.
- C. Owners renting their units must submit the approved tenant's application, together with the approved lease to the Executive Committee formed by the President, Vice-President, Secretary and Treasurer for approval. Submission may be made to any member of the Executive Committee. A decision will be made to approve or disapprove the tenant within 3 (three) business days after receipt and supplied in writing. Failure to submit this information for approval may result in a fine of no less than \$100.00 (one hundred dollars).

SECTION 9: GARAGE SALES

Garage sales are permitted on the owner's property from 7 AM to 7PM on Fridays and Saturdays. All sale items and rubbish must be cleaned up on the same day of sale.

SECTION 10: FINES

Violations of the rules and regulations are subject to a \$10.00 per day fine up to a limit of \$1000.00. The fines may be mailed to: The Meadows South Association, P.O. Box 5635, Titusville, FL 32783-5635, or dropped in the Meadows South Box located on the first entrance next to the mailboxes on the west side of the dumpster.

SECTION 11: MAINTENANCE FEE

Payments not received by the (5th) day of the month are subject to a late charge of \$5.00 and an additional penalty charge of \$10.00 shall be added for each thirty (30) days that the fees remain in arrears. All late payments received will be applied to the latest balance due. The fees may be mailed to: Meadows South Association, P.O. Box 5635, Titusville, FL 32783-5635, or may be dropped in the Meadows South Box located in the first entrance next to the mailboxes on the west side of the dumpster. Dues will be voted on annually, according to our budget and assessed for each member monthly. Please consult with your director or board member for current dues.

SECTION 12: BOARD OF DIRECTORS

Suggestions, complaints, or requests that can be handled by the Board of Directors must be made in writing to your Building Director or mailed to the Secretary.

ARTICLE 7: PARLIAMENTARY AUTHORITY

The rules contained in "Roberts Rules and Order" newly revised issue shall govern the Association in all cases to which they are applicable and to the extent they are not inconsistent with these By-Laws.

ARTICLE 8: AMENDMENTS TO THE BY-LAWS

SECTION 1: These By-Laws may be amended by a majority vote at any general Meeting, provided the amendment has been approved by the Board of Directors and has been sent to each member of the Association thirty (30) days prior to the meeting.

- A. These revisions to the Meadows South Association, Inc. By-Laws are intended to update By-Laws that have become obsolete and supersede all prior amendments in accordance with Article 7 of the Articles of Incorporation and Article 8 of these By-Laws, and shall be recorded in the County of Brevard, State of Florida.