INSTRUMENT#: 2013417111, BK: 22240 PG: 764 PGS: 764 - 807 11/04/2013 at 12:41:43 PM, DEPUTY CLERK:BKING Pat Frank, Clerk of the Circuit Court

Hillsborough County



# THIS IS NOT A

This Document Prepared by and should be returned to:

MOLLOY & JAMES

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Tampa, Florida 33606-2150

DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS OF RESERVE AT SOUTH FORK

THS DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS OF RESERVE AT SOUTH FORK ("Declaration"), is made on this <u>ist</u> day of <u>Normbel</u>, 2013, by Homes By West Bay, LLC, a Florida limited liability company, whose address is 4065 Crescent Park Drive, Riverview, Florida 33578, hereinafter referred to as "Declarant," and JEN FLORIDA IX, LLC, a Florida limited liability company, whose address is 1750 West Broadway, Suite 111, Oviedo, Florida 32765, hereinafter referred to as "Property Owner."

### WITNESSETH:

WHEREAS, Declarant and Property Owner are the owners of certain property in Hillsborough County, Florida, more particularly described as Reserve at South Fork Phase 1, as shown on the plat thereof, recorded at Plat Book 121, Pages 95 through 101, of the public records of Hillsborough County, Florida; and (the "Property").

WHEREAS, Declarant and Property Owner intend to develop the Property into a community of single family residences; and

WHEREAS, Declarant and Property Owner desire to impose a limited common plan of development and enjoyment upon the Property to protect its value and desirability;

NOW, THEREFORE, the Declarant and Property Owner hereby declare that the Property described above shall be held, sold and conveyed subject to the following easements, restrictions, covenants and conditions, which are for the purpose of protecting the value and desirability of, and which shall run with, said real property and be binding on all parties having any right, title or interest therein or any part thereof, their respective heirs, personal representatives, successors and assigns, and shall inure to the benefit of each owner thereof.

### **ARTICLE I**

# **DEFINITIONS**

Unless the context expressly requires otherwise, the following terms mean as follows wherever used in this Declaration, the Association's Articles of Incorporation ("Articles"), or the Association's By-Laws ("By-Laws").

<u>Section 1.</u> "Articles" means the Articles of Incorporation of the Association, as may be amended from time to time.



- Section 2. Assessment" means the amount of money assessed agains at Owner for the payment of the Owner's share of common fees, expenses and any other funds which an Owner may be required to pay to the Association as set out by this Declaration, the Articles or the By-Laws.
- Section 3. "Association" means the Reserve at South Fork Homeowners Association, Inc., a corporation not for profit organized or to be organized pursuant to Chapter 617, Florida Statues, its successors and assigns.
  - Section 4. "Board" means the Association's Board of Directors.
- Section 5. "By-Laws" means the By-Laws of the Association, as may be amended from time to time.
- Section 6. "Common Area" means all property whether unimproved, or any interest therein, which from time to time is owned by the Association for the common use and enjoyment of all Owners. The Common Area shall initially consist of the main entry area, streets and rights of way, landscape and wall easements.
- Section 7. "Community Development District" or "CDD" means the Southfork East Community Development District, a special purpose unit of local government in Florida.
- Section 8. "Declarant" means Homes By West Bay, LLC, whose address is 4065 Crescent Park Drive, Riverview, Florida 33578, its successors and assigns, if such successors and assigns are designated in writing by both Declarant and Property Owner as the successors and assigns of Declarant's rights hereunder in a document recorded in the public records. Unless specifically assumed, an assignee Declarant shall not be liable for acts or omissions made by or on behalf of an assignor Declarant prior to the date of assignment.
- Section 9. "Documentation" means the legal documentation for Reserve at South Fork consisting of this Declaration and the Articles of Incorporation and By-Laws of the Reserve at South Fork Homeowners Association, Inc. attached hereto as Exhibits "A" and "B" and any amendments to any of the foregoing now or hereafter made.
- Section 10. "Dwelling" shall mean a residential dwelling constructed or existing upon a Lot.
- Section 11. "Law" includes any statute, ordinance, rule, regulation, or order validly created, promulgated, or adopted by the United States, or any of its agencies, officers or instrumentalities, or by the State of Florida, or any of its agencies, officers, municipalities, or political subdivisions, or by any officer, agency, Hillsborough County, or instrumentality of any such municipality or subdivision, and from time to time applicable to the Properties or to any activities on or about the Properties.
- Section 12. "Lot" means any platted parcel of land shown on a recorded subdivision map or replat of any part of the Properties, as recorded in the Public Records of Hillsborough County with the exception of the Common Area.

- Section 13. "Maintenance" means the exercise of reasonable care to keep buildings, homes, mads, landscaping, lighting, signage, and other related improvements and fixtures in a condition comparable to their original condition, normal wear and tear excepted. Maintenance of landscaping shall further mean the exercise of generally accepted garden-management practices necessary to promote a healthy weed-free environment for optimum plant growth, and which will, as a minimum, include the mowing of all grass on a Lot.
- Section 14. "Member" means every person or entity who holds membership in the Association.
- Section 15. "Mortgage" means any mortgage, deed of trust, or other instrument transferring any interest in a Lot as security for the performance of an obligation. "First Mortgage" means any mortgage constituting a valid lien prior in dignity to all other mortgages encumbering the same property.
- <u>Section 16.</u> "Mortgagee" means any person named as the obligee under any Mortgage, or the successor in interest to such person.
- Section 17. "Occupant" means the person or persons, other than the Owner in possession of a Lot, and may, where the context so requires, include the Owner.
- Section 18. "Owner" means the record owner, whether one or more persons, of the fee simple title to any Lot, including contract sellers, but excluding any other person holding such fee simple title only as security for the performance of an obligation. As the context may admit, Owner includes all persons (i) claiming any right, title or interest in a Lot by, through, or under any Owner, or (ii) lawfully upon the Properties with the consent of any Owner, express or implied, such as an Occupant.
- Section 19. "Person" means any natural person or artificial entity having legal capacity.
- Section 20. "Property" of "Properties" means the lands described as Reserve at South Fork Phase 1 herein, including Lots and Common Areas.
- Section 21. "Property Owner" means JEN FLORIDA IX, LLC, a Florida limited liability company, whose address is 1750 West Broadway, Suite 111, Oviedo, Florida 32765.
- Section 22. "Recorded" means filed for record in the Public Records of Hillsborough County, Florida.
- Section 23. "Subdivision Map or Plat" means each final official plat as recorded and shall include the subdivided real property therein described.
- Section 24. "Surface Water Management System Facilities" means: the facilities including, but not limited to all inlets, ditches, swales, culverts, water control structures, retention and detention areas, ponds, lakes, floodplain compensation areas, wetlands and any associated buffer areas, and wetland mitigation areas.



Section 1. "Easements of Enjoyment" Each Owner has a non-exclusive right and easement of enjoyment in and to the Common Area that is appurtenant to, and will pass with, the title to every Lot, subject to the following:

- (a) Fees. The Association's right to charge reasonable fees for the use, safety and maintenance of any common facilities from time to time situated on the Common Area.
- (b) Suspension. The Association's right: (i) to suspend such Owner's right to use any facility owned or controlled by the Association for the same period of unpaid assessments; (ii) to suspend any Owner's right to use any such facility for any infraction of the Association's valid rules and regulations for a period not to exceed sixty (60) days; and (iii) to suspend the voting rights of a member for the nonpayment of regular annual assessments that are delinquent in excess of ninety (90) days.
- (c) Dedication. The Association's right to dedicate, transfer or mortgage all or any part of the Common Area to any public agency, authority, or utility for such purposes and subject to such conditions as the Association considers advisable. If ingress or egress to any residence is through the common area, any conveyance or encumbrance of such area shall be subject to the lot Owner's easement.
- (d) Delegation of Use. Subject to such limitations as may be imposed by the By-Laws or reasonable rules and regulations adopted by the Association, each Owner may delegate his right of enjoyment in and to the Common Area and accompanying facilities, if any, to members of his family, his guests, tenants and invitees.
- (e) Rules and Regulations. The Association's right to adopt, alter, amend, rescind and enforce reasonable rules and regulations.

Section 2. Permanence. The benefit of all rights and easements granted by the Declaration constitutes a permanent appurtenance to, and will pass with, the title to every Lot enjoying such benefit. Whenever any such right or easement is described as nonexclusive, its benefit, nevertheless, is exclusive to all Lots granted such benefit by this Declaration unless this Declaration expressly grants such benefit to additional persons. In no event does the benefit of any such easement extend to the general public except as provided in the next Section. The burden of all rights and easements granted by this Declaration constitutes a permanent servitude upon the lands affected.

Section 3. Easements and Maintenance Responsibilities. Property Owner dedicates that portion of the Properties described on the recorded Plat and made a part hereof for use and maintenance of public utility, right-of-way, and drainage easements, together with a right of ingress and egress over and across the easement area for such purposes. Easements for drainage and/or for installation and maintenance of utilities are reserved as shown on the recorded Plat. Within these easements, no structure, planting or other material shall be placed or permitted to remain which may damage or interfere with the installation and maintenance of utilities or drainage structures or which may impede the flow of water through drainage channels in the easements. The easement area of each Lot and all improvements in it shall be maintained

continuously by the Owner of the Lot, except for those improvements for which a public authority or utility company is responsible.

- Section 4. No Partition. There shall be no judicial partition of the Common Area, nor shall Declarant, or any Owner, or any person acquiring any interest in the Property or any part thereof, seek judicial partition thereof. However, nothing contained herein shall be construed to prevent judicial partition of any Lot owned in co-tenancy.
- Section 5. General Restrictions. Except with the Association's prior written consent or in accordance with the Declarant's retained rights hereunder or Association's rules and regulations:
  - (a) Obstructions. There will be no obstruction of the Common Area, nor will anything be kept or stored on the Common Area except items installed by Declarant as part of the construction of the subdivision improvements or for homes under construction, with approval by the Declarant.
  - (b) Alterations. Nothing will be altered on, constructed upon, or removed from the Common Area except with the specific approval of the Association's Board of Directors.
  - (c) <u>Activities.</u> All uses and activities upon or about the Common Area are subject to the Association's rules and regulations.
- Section 6. Walls and Landscaping. Any walls, signs, lighting and attendant landscaping constructed by the Declarant as part of the subdivision improvements or otherwise, shall be kept and maintained by the Association in condition and appearance as constructed as long as the Declarant continues to own a Lot, unless the Declarant otherwise consents.
- Section 7. Surface Water Management System Facilities. All Surface Water Management System Facilities shall be located on land owned by the Association or CDD or subject to an easement in favor of the Association or CDD. The Association or CDD shall maintain the Surface Water Management System Facilities in the same condition as when constructed.
- Section 8. Maintenance. Each Owner must repair, replace and maintain the roofs, gutters, downspouts, lawns, shrubs, landscaping, walks, fencing, exterior building surfaces, windows, doors, trim members, driveways, and other exterior improvements and attachments from time to time situated on such owner's Lot. Each Owner's duty of maintenance includes any and all easement areas upon such Owner's Lot except as provided in Section 3 above. No Owner may permit any waste to the exterior portions of such Owner's Lot. Each Owner must make all repairs, maintenance and replacements necessary to attachments and appurtenant driveways, if any, in a safe, sanitary and reasonably attractive condition. Should an Owner fail to meet the minimum standards for maintenance, then the Association may perform or have performed the necessary required maintenance and thereafter specifically assess such Owner for such costs pursuant to Article V, Section 4 hereunder.
- Section 9. Rules and Regulations. No Owner, invitee, or person residing within the Properties may violate the Association's rules and regulations for the use of the Properties. All Owners and other persons residing within the Properties, and their invitees, at all times will do

all things reasonably necessary to comply with such rules and regulation. Wherever any provision of this Declaration restricts or prohibits any activity, condition or structure within the Properties except as permitted by the Association's rules and regulations, such restriction or prohibition is self-executing until the Association promulgates rules and regulations expressly permitting such activities. Without limitation, any rules or regulation will be deemed "promulgated" when mailed to all Owners at the address shown on the Association's books or when posted at a conspicuous place on the Properties from time to time designated by the Association for such purpose.

Section 10. Maintenance of Common Areas. The Association must repair, replace and maintain the lawns, shrubs, landscaping, walks, fencing, driveways, and other exterior improvements and attachments from time to time situated on the common area.

# Section 11. Responsibilities of the Association and Release of Liability.

- (a) Upon conveyance of Common Area to the Association or the CDD by Plat or deed, the Association or CDD shall be responsible for the Common Area, including but not limited to, its operation, management, care, restoration, insurance, renovation, alteration, reconstruction, repair, maintenance, rebuilding, replacement, improvement, taxes and utilities. The Association or CDD is responsible for operation and maintenance of the surface water management system facilities. Operation and Maintenance and re-inspection reporting shall be performed in accordance with the terms and conditions of the Environmental Resource Permit.
- (b) Any private streets, street lights, sidewalks, private utilities for water or sewer, other private utilities, drainage systems, fences, walls and other improvements or amenities that have been constructed, installed or created by the Declarant as part of the subdivision improvements or The Work, shall be maintained by the Association in the same condition and appearance as constructed or created. The Association shall establish reserves for the replacement of the subdivision improvements.
- By acceptance of a deed to a Lot within the Property, Owner agrees that the Association, Property Owner and the Declarant have no obligations whatsoever for providing protection to persons on the Property. Furthermore, Owner acknowledges that the Property may have one or more gates at the entrances to assist in attempting to limit access to the Property to the residents therein and their invitees. Owner acknowledges and agrees, however, that the gates, if any, will be open during the hours for which Declarant needs access to the model homes, construction trailer(s) or for the development of the Property or construction of homes. After Declarant notifies the Association through its Board of Directors that Declarant no longer needs such regular access, the Association will determine the hours, if any, for which any gates will be open. Owner further acknowledges and agrees that said gates, if any, do not guarantee the security of Owner's personal safety or security of Owner's property. Owner acknowledges that the Declarant, Property Owner, and the Association have no control over said gates and Owner hereby releases Declarant and Property Owner from all liability related to the gates. Owner agrees that it shall be the sole and exclusive obligation of Owner to determine and institute for themselves the appropriate security and any other precautions to protect from and against trespass, criminal acts and any other dangers to Owner's safety and security of their property, because any gates in and of themselves will not protect Owner from and against said risks and dangers. Owner further agrees that the Declarant, Property Owner and the Association shall have no obligation whatsoever for providing protection to Owner or the Property from

required by law.

conditions existing within public or private streets, parks or common areas. Or ner agrees that the Declarant, Property Owner and the Association shall not be liable for injuries or camage suffered by Owner resulting from any failure, defect or malfunction in a gate or equipment or personnel related thereto or acting in place of the gate (i) to restrict the Property to the residents and their invitees; or (ii) that limits the ability of Owner to leave or exit the Property by means of a gate. The Association shall have the responsibility for providing for gate access for all Owners, if gates are installed, and of maintaining all other systems for Owner identification and access. Any fences, walls and other improvements or amenities that have been constructed, installed or created by the Declarant as part of the subdivision improvements shall be maintained

Section 12. Upland Significant Wildlife Habitat Management Plan. The Association shall maintain all designated upland habitat areas in accordance with the applicable management plan, including the following elements:

by the Association in the same condition and appearance as constructed or created. The Association shall establish reserves for the replacement of the subdivision improvements as

- A. All nuisance/invasive woody vegetation within onsite upland areas, (including significant wildlife habitat areas) including but not limited to brazilian pepper (schinus terebinthifolius), australian pine (casuarnwa sp.), punk tree (melaleuca quinquenervia) and/or primrose willow (ludwigia spp.) having a stem/trunk size of two inch (2") dbh or greater will be cut as near to the ground as possible. No mechanized vegetation removal, heavy equipment (trucks or vehicles) or clearing activities shall be allowed within the designated removal areas or onsite wetlands.
- B. Nuisance/invasive vegetation of less than two inch (2") dbh stem size will be extracted fully (stem and roots) via hand or cable pulling, trimming or other suitable method.
- C. Following trimming of woody vegetation, all cut stems, branches and trunks will be removed from the area. Vegetative debris may be mulched onsite or taken intact to a suitable offsite disposal area to be selected by the contractor.
- D. Following trimming and removal and woody vegetation, any remaining, above-ground stumps will be treated with Garlon 4 or other appropriate growth-inhibiting compound.
- E. Any non-woody nuisance/invasive species will be hand pulled and disposed of, or treated in place with an appropriate herbicide and left in place to degrade.
- F. All maintenance activities shall be conducted by a local, licensed contractor. The chosen contractor is responsible for possessing all necessary certifications or approvals for possession and application of required herbicides. The contractor shall comply with rule 62c-20 Florida Administrative Code.
- G. Initial maintenance and removal activities will be conducted during the clearing, site grading and construction stage of the project.
- H. Following the initial, intensive maintenance and removal event, as described in steps A through F above, a regimen of regularly-scheduled maintenance will be initiated in order to treat/remove any re-sprouted nuisance vegetation and control re-colonization by such species.

Initial maintenance evens, to begin within two (2) weeks of the initial removal event, shall be conducted with greater frequency (i.e., monthly). The maintenance frequency may be decreased to quarterly (four (4) times per year) after one (1) year (for a total of five (5) years), assuming there will be less likelihood of re-colonization with the base seed and root material being largely eliminated by that time.

I. The permittee/Property Owner will arrange for a qualified environmental professional to monitor all designated removal/maintenance areas to ensure successful removal and control of invasive species. Monitoring will be conducted semi-annually for the first two (2) years and annually for years three (3) through five (5). Monitoring reports, to be submitted to Hillsborough County, will include the following data: color photos (from fixed-point photo stations) of all infested areas referenced to the site plan; approximate percent areal coverage by invasive vegetation; species and numbers removed; problems encountered and corrective measures recommended/implemented.

# ARTICLE III

# OPERATION, MAINTENANCE AND MONITORING OF SURFACE WATER MANAGEMENT SYSTEM FACILITIES

Section 1. Drainage. The Community Development District or Association shall maintain drainage structures for the Properties and comply with conditions of the permits from the Southwest Florida Water Management District (the "District") for the surface water management system. The CDD or Association, if and when requested by Declarant, shall accept transfer of any District permit for the Property (now known as Reserve at South Fork). The conditions may include monitoring and record keeping schedules, and maintenance of drainage systems and mitigation areas.

Section 2. Control of Water Management Systems. The CDD or Association agrees to operate and maintain the system, including mitigation areas, and shall maintain sufficient ownership so that it has control over all water management facilities authorized and shall allocate sufficient funds in the budget for monitoring and maintenance of the wetland mitigation areas each year until the District determines that the area is successful in accordance with the Environmental Resource Permit.

Section 3. Allowance for Inspection. The CDD or Association, specifically agrees to allow authorized District personnel, upon presentation of credentials or other documents as may be required by law, access to the premises, at reasonable times, where the permitted activity is located or conducted; for the purposes of inspection and testing to determine compliance with this permit and District regulations, such as:

- (a) having access to and copying any records that must be kept under the conditions of the permit;
- (b) inspecting the facility, equipment, practices, or operations regulated or required under the permit;
- (c) sampling or monitoring any substances or parameters at any location reasonably necessary to assure compliance with the permit or District rules; and
- (d) gathering of data and information.

Reasonable time may depend on the nature of the concern being investigated.

Owner of a Lot within the subdivision at the time of construction of a building, residence, or structure, to comply with the construction plans for the surface water management system pursuant to Chapter 40D-4, Florida Administrative Code, approved and on file with the District.

Section 5. The Lot Owners shall not remove native vegetation (including cattails) that becomes established within the wet detention ponds abutting their property. Removal includes dredging, the application of herbicide, cutting and the introduction of grass carp. Lot Owners shall address any question regarding authorized activities within the wet detention pond to the District, Tampa Permitting Office, Surface Water Regulation Manager.

aSection 6. No Owner of a Lot within the Property may construct or maintain any building, Section 6. No Owner of a Lot within the Property may construct or maintain any building, residence, or structure, or undertake or perform any activity in the wetlands, wetland mitigation areas, buffer areas, upland conservation areas and drainage easements described in the approved permit and recorded Plat of the Property, unless prior approval is received from the District's Tampa Regulation Department.

Section 7. No construction activities may be conducted relative to any portion of the Surface Water Management System Facilities. Prohibited activities include, but are not limited to: digging or excavating; depositing fill, debris, or any other material or item; constructing or altering any water control structure; or any other construction to modify the Surface Water Management System Facilities. No vegetation in a wetland mitigation area or wet detention pond shall be removed, cut, trimmed or sprayed with herbicide without specific written approval from the District. Construction and maintenance activities which are consistent with the design and permit conditions approved by the District in the Environmental Resource Permit may be conducted without specific approval from the District.

# **ARTICLE IV**

# THE ASSOCIATION

Section 1. Membership. Every Owner of a Lot is a Member of the Association. If title to a Lot is held by more than one person, each such person is a Member. An Owner of more than one Lot is entitled to one membership for each Lot owned. Each membership is appurtenant to the Lot upon which it is based and it is transferred automatically by conveyance of title to that Lot and may not be separated from ownership of a Lot. No person except an Owner may be a Member of the Association, and a membership in the Association may not be transferred except by transfer of title to a Lot. An Owner who is a contract seller may assign such Owner's membership and voting rights to such Owner's vendee in possession.

# Section 2. Voting.

<u>Class A.</u> Class A members shall be all Owners of single-family Lots, with the exception of the Declarant and Property Owner (as defined in the Declaration), and shall be entitled to one vote for each Lot owned.

Class B. The Class B members shall be the Declarant and Property Owner, and shall be entitled to twenty (20) votes for each Lot owned. The Class B membership shall cease and be converted to Class A, membership on the happening of the following events, whichever occurs earlier:

(a) Three months after ninety percent (90%) of the Lots in all phases of the

community that will ultimately be operated by the homeowners association have been conveyed to members other than Declarant, Property Owner, or any builder, contractor, or others who purchase a Lot for the purpose of constructing improvements thereon for resale: or

- (b) on the anniversary date ten years from the date when the first Lot is conveyed to an individual purchaser; or
- (c) on a date when Declarant shall record a notice terminating its Class B membership status.

When more than one person holds an interest in any Lot, all such persons shall be members. The vote for such Lot shall be exercised as they determine, but in no event shall more than one vote be cast with respect to any Lot.

Section 3. Common Area. Subject to the rights and duties of Owners set forth in this Declaration, the Association has exclusive management and control of the Common Area, its improvements if any, and all related furnishings, equipment, fencing and other personal property, if any. The Association's duties with respect to the Common Area include the management and operation of, improvements, equipment and personal property installed by the Declarant on the Common Area, so as to keep all of the foregoing in good, clean substantial, attractive, sanitary, safe and serviceable condition, order and repair; the payment of all taxes validly levied, assessed, or imposed with respect to the Common Area; and the maintenance of adequate public liability and property insurance with respect to the Common Area.

Section 4. Exterior Maintenance. The Association has no duty of exterior maintenance with respect to any Lot; and, as more particularly provided in Article II, Section 10 hereinabove, each Owner must maintain such Owner's Lot, including any appurtenant driveways, in a safe, sanitary and reasonably attractive condition and in compliance with the terms of this Declaration. If:

- (a) any Owner refuses or fails to make any repairs, maintenance, or replacements required above or fails to comply with any specific requirement of this Declaration; or fails to comply with the terms of Article VI hereof, and
- (b) as a result, any condition on or adjoining such Owner's Lot becomes a hazard or nuisance to any other Owner, or diminishes or impairs the value or marketability of any other Lot, or is visually objectionable to persons lawfully upon the Properties, solely in the judgment of the Board of Directors; and
- (c) At least a majority of the members of the Board present and voting find that the Owner was provided reasonable notice of the failure of repair, maintenance, noncompliance or replacement and the Board's consideration thereof, and was given an opportunity to be heard by the Board;

then, upon the occurrence of all of the foregoing, the Association may make or perform such repairs, maintenance, or replacements as reasonably are necessary to correct such condition, or bring the Lot into compliance with this Declaration, and assess all costs so incurred against such Owner's Lot as Specific Assessments as provided below.

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Section 5 Services. The Association may obtain and pay for the services of any person to manage its affairs to the extent the Board deems advisable, as well as such other personnel as the Board determines are necessary or desirable for the proper operation of the Properties, whether such personnel are furnished or employed directly by the Association or by any person with whom it contracts. Without limitation, the Board may obtain and pay for legal and accounting services necessary or desirable in connection with the operation of the Properties or the enforcement of this Declaration, or the Articles, By-Laws, rules and regulations.

Section 6. Rules and Regulations. As provided in the Bylaws, the Association, from time to time may adopt, alter, amend, rescind and enforce reasonable rules and regulations governing the use of the Properties, consistent with the rights and duties established by this Declaration. The Association's procedures for enforcing its rules and regulations at all times must provide the affected Owner with reasonable prior notice and a reasonable opportunity to be heard, in person, or through representatives of such Owner's choosing, or both.

Section 7. Capital Improvements. Except for replacement or repair of items installed by Declarant, if any, and except for any personal property related to the Common Area, the Association may not authorize capital improvements to the Common Area without the prior approval of two-thirds (2/3) of the Association Members present and voting in person or by proxy at a meeting duly convened for such purposes as provided in Article VI, Section 2, below.

Section 8. Amplification. The provisions of this Declaration may be amplified by the Articles of Incorporation and By-Laws of Reserve at South Fork Homeowners Association, Inc., but no such amplification shall alter or amend substantially any of the rights or obligations of the Owners set forth in the Declaration, or any Supplemental Declaration. The Declarant intends that the provisions of this Declaration and any Supplemental or Amended Declaration, on the one hand, and the Articles of Incorporation and By-Laws on the other hand, be interpreted, construed and applied to avoid inconsistencies or conflicting results. If such conflict necessarily results, however, Declarant intends that the provisions of this Declaration, or any Supplemental or Amended Declaration, control anything to the contrary in the Articles of Incorporation or By-Laws.

Section 9. Termination of Association. If the Association ceases to exist, all of the Owners shall be jointly and severally responsible for operation and maintenance of the Surface Water Management System facilities in accordance with the requirements of the Environmental Resource Permit, unless and until an alternate entity assumes responsibility.

Section 10. Indemnification of Officers and Directors. To the extent permitted by law, the Association shall, and all Owners as shareholders hereby agree that the Association shall, indemnify each officer, director, employee, and management contractor from any all expenses, including legal expenses, incurred arising out of such person's acts undertaken on behalf of the Association, unless such acts were both adverse to the Association and resulted in personal gain to the person. This provision is self executing, and the Association may also take any action desired to carry out its purposes.

#### ARTICLE V

### **ASSESSMENTS**

Section 1. Assessments Established. For each Lot, Declarant and Property Owner

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covenant, and each owner of a Lot by acceptance of a deed thereto, whether not it is so expressed in such deed, is deemed to covenant and agree to pay to the Association:

- (a) An annual assessment, as provided in Section 2 of this Article; and
- (b) Special assessments, as provided in Section 3 of this Article; and
- (c) Specific assessments; as provided in Section 4 of this Article; and
- (d) All excise taxes, if any, that from time to time may be imposed by law upon all or any portion of the assessments established by this Article; and
- (e) Interest and costs of collection of such assessments, including reasonable attorney's fees, as provided in this Declaration; and

All of the foregoing are a continuing charge on the Lot and secured by a continuing lien upon the Lot against which each assessment is made, as provided in Section 7, below. Each such assessment, together with excise taxes (if any), interest and all costs and expenses of collection, including reasonable attorney's fees, also is the personal obligation of the person who was the Owner of such Lot when such assessment became due. Such personal obligation will not pass to an Owner's successors in title unless assumed expressly in writing, however.

Any Lots owned by Declarant or Property Owner shall not be subject to assessments, provided, however, that Declarant shall pay an amount equal to any deficit in funding of the Association, and provided further that Declarant shall not pay an amount more than one hundred percent (100%) of the corresponding assessment for Lots owned by other Owners.

Any Lot which does not contain a completed residence which has a certificate of occupancy from Hillsborough County, and which is not owned by Declarant or Property Owner, shall pay an Annual and Special Assessment of fifty percent (50%) of the corresponding assessment charged for Lots with a completed residence.

Section 2. Annual Assessment. The annual assessment shall be due on January 1 of each year. The annual assessment shall be used exclusively to promote the recreation, health, safety and welfare of the Owners and Occupants, including (i) the operation, management, maintenance, repair, servicing, renewal, replacement and improvements of the Common Area required to be maintained by the Association, including the Surface Water Management System Facilities if not maintained by the CDD, monitoring and maintenance of any wetland mitigation areas until the District determines that the area is successful in accordance with the Environmental Resource Permit, monitoring of upland habitat areas, and the establishment of reserve accounts for all such items; and (ii) the cost of labor, equipment, materials, management and, supervision of the Common Area required to be maintained by the Association; and (iii) all other general activities and expenses of the Association.

<u>Section 3.</u> <u>Special Assessments for Working Capital Fund, Nonrecurring Maintenance and Capital Improvements.</u> In addition to the annual assessment authorized above, the Association may levy special assessments as follows:

- (a) Upon the first sale of each Lot after a Centical of Occupancy has been issued for a single farmy residence thereon, a special assessment for a working capital fund, equal to up to twelve (12) months estimated regular assessment may be assessed, which shall be due and payable upon conveyance of each such Lot to a third party. The aggregate working capital fund established by such special assessment shall be available for all necessary expenditures of the Association. Unless modified by the Association Board of Directors, the special assessment for working capital shall be Five Hundred and No/100 Dollars (\$500.00) per Lot.
  - (b) In an assessment year, a special assessment (in addition to the annual assessment or the assessment provided in subsection (a) above) which is applicable to that year only for the purpose of defraying, in whole or in part, the cost of any nonrecurring maintenance, or the acquisition, construction, reconstruction, repair or replacement of a capital improvement upon the Common Area required to be maintained by the Association, including fixtures and personal property related thereto may be assessed. The Association shall separately account for the proceeds of such special assessments and proceeds shall be used solely and exclusively to fund the nonrecurring maintenance or improvements in question, provided such assessment first is approved by a majority of the Members present and voting in person or by proxy at a meeting duly convened for such purpose. Any such special assessment shall be due on the date fixed by, and may be payable in one or more installments (with or without interests), as the Board determines.

Section 4. Specific Assessments. Any and all accrued, liquidated indebtedness of any Owner to the Association arising under the provision of this Declaration, or by contract expressed or implied, or because of any act or omission of any Owner or person for whom such Owner is responsible, also may be assessed by the Association against such Owner's Lot after such Owner fails to pay it within thirty (30) days after written demand. The Association shall also impose as Specific Assessments any fine imposed by the Association for violation of this Declaration or the rules and regulations adopted pursuant hereto, as provided by law.

At least thirty (30) days before the end of each fiscal year, Amount. the Board shall prepare and distribute to each Owner a proposed budget for the Association's operations during the next ensuing fiscal year. If such budget requires an annual assessment of one hundred fifteen percent (115%) or less of the annual assessment for the fiscal year then ending, the assessment so proposed shall take effect at the commencement of the next ensuing fiscal year without further notice to any Owner. However, if such budget requires an annual assessment that is more than one hundred fifteen percent (115%) of the annual assessment then in effect, the Board shall call a membership meeting on not less than fifteen (15) days prior notice for the purpose of approving such increase. A majority of the votes, pursuant to Article IV, Section 2, of those Members present and voting is sufficient for such approval, and the assessment approved will take effect at the commencement of the next ensuing fiscal year without further notice to any Owner. If the proposed assessment is disapproved, a majority of the Members voting shall determine the annual assessment for the next ensuing fiscal year, which may be in any amount not exceeding that stated in the meeting notice. Each annual assessment may be payable in such number of installments, with or without interest, as the Board determines. In the absence of any action by the Board or the membership to the contrary prior to the commencement of any fiscal year, the annual assessment then in effect automatically will continue for the ensuing year.

Section 6. Ce ent. The assessments provided this Article shall commence as to all Lots on the first day of the first month following Declarant's first conveyance of title to any Lot and shall be prorated on the basis of the number of months then remaining in the Association's fiscal year.

Section 7. Assessment Lien. All sums assessed to any Lot, together with interest and all costs and expenses of collection, including reasonable attorneys' fees, are secured by a continuing lien on such Lot in favor of the Association. All lienors acquiring liens on any Lot after this Declaration is recorded, except First Mortgage holders, are deemed to consent that such liens are inferior to the lien established by this Declaration, whether or not such consent is set forth in the instrument creating such lien. The recordation of this Declaration constitutes constructive notice to all subsequent purchasers and creditors, or either, of the existence of the Association's lien and its priority. The Association may, but is not required to, from time to time, record a Notice of Lien to further evidence the lien established by this Declaration.

The liability of a first mortgagee, or its successor or assignee as a subsequent holder of the first mortgage, who acquires title to a Lot by foreclosure or by deed in lieu of foreclosure for the unpaid assessment that became due before the mortgagee's acquisition of title, shall be the lesser of:

- (a) The Lot's unpaid common expenses and regular periodic or special assessments that 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 limitations on first mortgagee liability provided by this paragraph apply only if the first mortgagee filed suit against the Lot Owner and initially joined the association as a defendant in the mortgagee foreclosure action.

# Section 8. Effect of Nonpayment of Assessments: Remedies of the Association.

- (a) Any Assessment not paid within ten (10) days after the due date shall bear interest from the due date at the rate of eighteen percent (18%) per annum or at such rate as the Board may from time to time establish provided, however, that in no event shall the Association have the power to establish a rate of interest in violation of the law of the State of Florida.
- (b) Any payment received by the Association and accepted shall be applied first to any interest accrued, then to any costs and reasonable attorney's fees incurred in collection, and then to the delinquent assessment.
- (c) The Board may bring an action at law against the Owner personally obligated to pay the same, or foreclose the lien against the Property. Before foreclosing a lien against the Property, the Board shall providing written notice to the delinquent Owner. Such notice shall:

(i) Provide the Owner with for y-five (15) days to make payment for all amounts due, including but not limited to, any attender's fees and actual costs associated with the preparation and delivery of the written demand.

- (ii) Be sent by registered or certified mail, return receipt requested, and by first-class United States Mail to the Lot Owner at his or her last address as reflected in the records of the association, if the address is within the United States, and to the Lot Owner subject to the demand at the address of the Lot if the Owner's address as reflected in the records of the association is not the Lot address. If the address reflected in the records is outside the United States, then sending the notice to that address and to the lot address by first-class United States mail is sufficient.
- (d) The Board may bring an action in its name to foreclose a lien for unpaid assessments secured by a lien in the same manner that a mortgage of real property is foreclosed and may also bring an action to recover a money judgment for the unpaid assessments without waiving any claim of lien. Such action may not be brought until forty-five (45) days after the Lot Owner has been provided notice of the association's intent to foreclose and collect the unpaid amount.
  - (i) The Board may recover any reasonable attorney's fees incurred in a lien foreclosure action or in an action to recover a money judgment for the unpaid assessments.
  - (ii) The Board may purchase the Lot at the foreclosure sale and hold, lease, mortgage, or convey the Lot.
  - (iii) In such foreclosure, the Owner is required to pay all costs and expenses of foreclosure including reasonable attorney's fees. All such costs and expenses are secured by the lien foreclosed.
  - (iv) Such Owner also is required to pay to the Association all assessments against the Lot that become due during the period of foreclosure, which also are secured by the lien foreclosed and will be accounted and paid as of the date the Owner's title is divested by foreclosure.
  - (v) If any foreclosure sale results in a deficiency, the Association may petition the Court having jurisdiction of the foreclosure to enter a personal judgment against the Owner for such deficiency.
- (e) The Board and the Association shall comply with the provisions of §720.3085, Florida Statutes.

Section 9. Association Remedies. Any assessment not paid within thirty (30) days after its due date shall be subject to late fee set by Association and be deemed delinquent and shall bear interest from its initial due date at the maximum rate of interest allowed by law. The Association may sue the Owner personally obligated to pay such assessment for a money judgment, or it may foreclose its lien against such Owner's Lot, or both. A suit to recover a money judgment for unpaid assessments may be maintained without foreclosing, waiving, or otherwise impairing the security of the Association's lien, or its priority. No Owner may waive

or estape liability for the Association's assessments by non use of the Common Area or by abandonment of such Owner's Lot.

Section 10. Exempt Lots. Any and all Lots from time to time owned by the Association are exempt from the assessments established by this Article during the period of such ownership. This Association may not own or otherwise acquire Lots except (i) pursuant to foreclosure of the Association's lien.

Section 11. Lien Subordination. The Association's lien established by the Declaration is subordinate to the lien of any First Mortgage. Any lienholder may pay, but is not required to pay, any amount secured by the lien created by this Article; and, upon such payment, such lienholder will be subrogated to all rights of the Association with respect to such lien, including priority.

Section 12. Homestead. By acceptance of a deed thereto, each Owner of each Lot is deemed to acknowledge conclusively that (i) the assessments established by this Article are for the improvement and maintenance of any homestead thereon; and (ii) the Association's lien for such assessments has priority over any such homestead; and (iii) such Owner irrevocably waives the benefit of any homestead exemption otherwise available with respect to all amounts secured by such lien.

#### ARTICLE VI

# ARCHITECTURAL COMMITTEE

Section 1. Creation and Composition. The "Architectural Committee" shall mean, as follows: Until all the Lots in Reserve at South Fork have been fully developed, permanent improvements constructed thereon, and sold to permanent residents, the Architectural Committee shall mean the Declarant, and shall not be a committee of the Association. At such time as all of the Lots in Reserve at South Fork have been fully developed, permanent improvements constructed thereon, and sold to permanent residents, the Declarant shall notify the Association and all the Owners of Lots in Reserve at South Fork to that effect, and, thereupon, the Declarant's rights and obligations as the Architectural Committee shall forthwith terminate. Thereafter, the Association shall have the right, power, authority, and obligation to establish a successor Architectural Committee as a committee of the Association in accordance with the Association Documents and prescribe rules and regulations pursuant to which such Committee shall act.

Section 2. Design Standards. The Architectural Committee shall from time to time, subject to this Declaration and the Association Documents, adopt, promulgate, amend, revoke, and enforce guidelines, hereinafter referred to as the "Design Standards" for the purposes of:

- (a) governing the form and content of plans and specifications to be submitted to the Architectural Committee for approval pursuant to this Declaration;
- (b) governing the procedure for such submission of plans and specifications; and
- (c) establishing guidelines with respect to the approval and disapproval of design features, architectural styles, exterior colors and materials, details of construction, location and size of any Structure, and all other matters that require approval by the

# Architectura Committee pursuant to this Declaron.

(d) establishing guidelines for approval of landscaping changes and maintenance of structures, including roof replacement.

Generally, exterior modifications to the structures constructed originally are discouraged and will not be approved. In reviewing any particular application, the Committee shall consider whether its action will: (i) assure harmony of external design, materials and location in relation to surrounding buildings and topography within the Property; and (ii) preserve the value and desirability of the Property as a residential community; and (iii) be consistent with the provisions of this Declaration; and (iv) be in the best interest of all Owners in maintaining the value and desirability of the Property as a residential community.

Section 3. Review and Approval of Plans. No exterior change shall be commenced, erected, or maintained on any Lot, nor shall any exterior addition to or alteration thereof be made until the plans and specifications showing the nature, kind, shape, height, materials, color and location of the same shall have been submitted to the Architectural Committee for written approval (i) as to conformity and harmony of external design and general quality with the existing standards of the neighborhood and with the standards of Reserve at South Fork, (ii) as to the size, height, and location of the Structure in relation to surrounding Structures and topography and finished ground elevation, and (iii) shall be consistent with the provisions of this Declaration. In the event the Architectural Committee fails to approve or disapprove such design, location or activity within thirty (30) days after said plans and specifications have been submitted in writing, the proposal shall be deemed to be disapproved by the Architectural Committee. The Committee may impose a fee for the costs involved with such approval.

Such plans and specifications shall be in such form and shall contain such information as may be reasonably required by the Architectural Committee.

Upon approval by the Architectural Committee of any plans and specifications submitted pursuant to this Declaration, a copy of such plans and specifications, as approved, shall be deposited for permanent record with the Architectural Committee and a copy of such plans and specifications bearing such approval, in writing, shall be returned to the applicant submitting the same. Approval for use in connection with any Lot or Structure of any plans and specifications shall not be deemed a waiver of the Architectural Committee's right, in its discretion, to disapprove similar plans and specifications or any of the features or elements included therein if such plans, specifications, features or elements are subsequently submitted for use in connection with any other Lot or Structure. Approval of any such plans and specifications relating to any Lot or Structure, however, shall be final as to that Lot or Structure and such approval may not be reviewed or rescinded thereafter, provided that there has been adherence to, and compliance with, such plans and specifications, as approved, and any conditions attached to any such approval.

It shall be the responsibility of each Owner at the time of construction of any structure on the Owner's Lot, to comply with all applicable Laws, including without limitation compliance with the construction plans for the surface water management system pursuant to Chapter 40D-4, F.A.C., approved and on file with the District.

Notwithstanding anything to the contrary, the Architectural Committee may equest changes in any plans or Structures that are completed or being built if required by Law and neither the Declarant nor the Architectural Committee shall be liable for damages.

In regards to any plans and specifications approved by the Architectural Committee neither Declarant, Property Owner, nor any member of the Architectural Committee, shall be responsible or liable in any way for any defects in any plans or specifications, nor for any structural defects in any work done according to such plans and specifications nor for the failure of the plans and specifications to comply with any Law. Further, neither Declarant, Property Owner, nor any member of the Architectural Committee shall be liable in damages to anyone by reason of mistake in judgment, negligence, misfeasance, malfeasance or nonfeasance arising out of or in connection with the approval or disapproval or failure to approve or disapprove any such plans or specifications or the exercise of any other power or right the Architectural Committee provided for in this Declaration. Every Person who submits plans or specifications to the Architectural Committee for approval agrees, by submissions of such plans and specifications, and every Owner of any Lot agrees, that he will not bring any action or suit against Declarant, Property Owner, or any member of the Architectural Committee, to recover for any such damage.

Prior to the issuance of a certificate as set out in Section 4 below, any employee or agent of the Architectural Committee may, after reasonable notice, at any reasonable time, enter upon any Lot and Structure thereon for the purpose of ascertaining whether the installation, construction, alteration, or maintenance of any Structure or the use of any Lot or Structure is in compliance with the provisions of this Declaration; and neither the Architectural Committee, nor any such agent shall be deemed to have committed a trespass or other wrongful act by reason of such entry or inspection.

Section 4. Certification by Architectural Committee. At the request of any Owner, the Association from time to time will issue, without charge, a written certification that the improvements, landscaping, and other exterior items situated upon such Owner's Lot have been approved by the Architectural Committee, if such is the case.

Section 5. Violations. If any Structure shall be erected, placed, maintained, or altered upon any Lot, otherwise than in accordance with the plans and specifications approved by the Architectural Committee pursuant to the provisions of this Article, such erection, placement, maintenance, or alteration shall be deemed to have been undertaken in violation of this Article and without the approval required herein. If in the opinion of the Architectural Committee such violation shall have occurred, the Architectural Committee shall notify the Board of the Association. If the Board of the Association shall agree with the determination of the Architectural Committee with respect to the violation then the Board shall provide written notice to the Owner by certified mail, setting forth in reasonable detail the nature of the violation and the specific action or actions required to remedy the violation. If the Owner shall not have taken reasonable steps toward the required remedial action within thirty (30) days after the mailing of the aforesaid notice of violation, then the Association shall have and be entitled to, in addition to any other rights set forth in this Declaration, all rights and remedies at law or in equity. Actions of the Board are final.

# THIS IS NOTA CECARTICLE VII GENERAL COVENANTS AND RESTRICTIONS Y

The following covenants, conditions, restrictions, and easements are herewith imposed on the Property:

Section 1. Signs. No sign of any kind, other than subdivision entry signs, will be displayed to public view within the Property except (i) customary name and address signs on each Lot, (ii) one (1) Lot sign of not more than six (6) square feet in size, placed in the front yard only, advertising a Lot for sale or rent, or (iii) no trespassing, no solicitation, beware of dog or such similar signs affixed to the front of a Dwelling, not to exceed one-half (1/2) square foot in size, and approved by the Association as to color and content. No sign shall be lighted. No advertising or third-party signs shall be permitted except as provided in (ii) above. All signs permitted by this subsection are subject to the Association's rules and regulations, provided however that these restrictions shall not apply to signs used by Declarant, Property Owner, or their designee to advertise the Property during the promotion and construction of Dwellings and sale of Lots.

Section 2. General Prohibitions. No activity is permitted, nor may any object or substance be kept, stored, or permitted anywhere within the Property in violation of law. No Owner shall cause or permit any unreasonable or obnoxious noises or odors or waste and no obnoxious, destructive, illegal, or offensive activity that constitutes a nuisance to any Owner or to any other person lawfully residing within the Property is permitted anywhere within the Property. This provision shall not apply to the activities of Declarant, Property Owner, or their designee in construction, maintenance or sale of Dwellings.

Section 3. Use of Lots. Each Lot may be improved and used for residential purposes only and only one residence, approved in accordance with Article V, may be constructed thereon. No trade, business, or profession of any kind may be conducted on any Lot except for the business of the Declarant, Property Owner and its transferees in developing the Property or a home occupation as approved by Hillsborough County.

Section 4. Animals. No animals, livestock, or poultry may be raised, bred or kept anywhere within the Property, except that no more than four (in the aggregate) dogs, cats or other conventional household pets may be kept upon any Lot so long as they are not kept, bred or maintained for any commercial purpose. Each Owner shall have the responsibility to clean up the waste produced by his or her pet immediately. No pet shall be permitted to run at large outside a Lot. Each Owner and Occupant shall insure that his pet shall not disturb other Owners and Occupants with excessive or repetitive noise. All pets outside a Dwelling shall be properly leashed or shall be kept within an approved fence, shall be otherwise controlled in whatever manner is most practical on or off a Lot, and shall be subject to all applicable local ordinances existing from time to time. No outside animal pen, cage or shelter shall be constructed without approval of the Architectural Committee. No fenced dog runs are permitted.

Section 5. Trash. Except for regular curbside collection and disposal, no rubbish, trash, garbage or other waste material or accumulations may be kept, stored or permitted anywhere within the Property, except inside a Dwelling, or in sanitary containers completely concealed from view. No trash containers shall be placed at curbside for pickup more than twenty-four (24) hours prior to the scheduled pickup.

Section 6. Appurtenances. No porch, deck, pario, fence screened enclosure, carport or other attached or detached structure (whether free-standing, structural or non-structural and whether in the front, side or rear of a Dwelling), shall be constructed without the approval of the Architectural Committee. No permanent outdoor clothes lines may be installed or maintained on any Lot except that portable rotary type or reel type clothes lines may be permitted in the rear yard only and said clothes lines must be stored when not in use. No permanent basketball hoops shall be installed on any Lot, and any temporary or portable basketball goals shall be stored out of view of the street and other Lots, when not in use. No above-ground swimming pools or antennas are permitted on any Lot.

Notwithstanding the above provision, each Lot shall be permitted to install and maintain one (1) satellite dish antenna of not more than one meter in diameter, at a location and in a manner as may be approved by the Architectural Committee. The structure shall not be visible from the street.

Section 7. Storage of Vehicles, Water Craft, Machinery or Equipment. Except as specifically permitted hereinafter, no vehicle (motorized or non-motorized, licensed or not), no water craft (motorized or non-motorized) and no trailer of any kind (licensed or not), or any other machinery or equipment (whether mobile, licensed or not) shall be parked or stored on any Lot, sidewalk, public or private right-of-way within the Property, or any portion of the Common Area. Except and to the extent that it is parked temporarily and is in use for construction, repair or maintenance of a Lot or Dwelling or the Common Areas, the foregoing prohibition shall include all of the foregoing items which are of a commercial character.

Notwithstanding the foregoing, "permitted vehicles" may be parked in driveways. A "permitted vehicle" shall mean a licensed motor vehicle which is (i) a passenger automobile or van (including a high-top conversion van or sport vehicle with oversized tires, but excluding a motor-home or recreational vehicle), (ii) a motorcycle, or (iii) a pickup truck, whether or not the bed has been enclosed, provided such pick-up truck can be otherwise completely concealed within a standard sized garage, and provided in each instance that any such vehicle has a current license tag and is in daily use as a motor vehicle on public rights-of-way. A "permitted vehicle" shall not include a vehicle used for commercial purposes, including vehicles containing racks, tool storage units (excluding low-profile units installed parallel to and immediately behind the cab), and vehicles displaying commercial signage. None of the foregoing items which are inoperative or abandoned shall be permitted on any Lot for a period in excess of forty-eight (48) hours unless such item is entirely within a garage. No major repairs shall be performed on any such items on any Lot except within a garage and under no circumstances shall such repairs be performed if they result in the creation of an unsightly or unsafe condition as determined by the Board. Unless specifically designated by the Board for parking, no temporary parking shall be permitted on any Common Area.

Notwithstanding the foregoing, watercraft and trailers may be stored in a completely enclosed garage on any Lot.

Section 8. Dwellings. Only one Dwelling may be constructed on any Lot. The minimum square footage of each Dwelling shall be 1,500 square feet of air conditioned living space. No trailer, manufactured home, manufactured building, mobile home, or shack, shall be constructed, placed or parked on any Lot at any time, except for a construction shack, security

trailer, temporary structure or temporary toilet during construction of a Dwelling Declarant, Property Owner or their transferees. Any Dwelling constructed on a Lot shall be in accord with the front yard and rear yard setback requirements set forth in the Hillsborough County Zoning Regulations. No structural or non-structural additions shall be permitted without written permission of the Architectural Committee. Each dwelling shall have a driveway of masonry construction (including but not limited to concrete, pavers or brick), extending from the garage to the street, and a sidewalk connected to the sidewalk of the adjoining Lots. All driveways and sidewalks shall be constructed, reconstructed or repaired with the materials and in the manner in which they were originally constructed, unless approved by the Architectural Committee.

Section 9. Access By Association. The Association has a right of entry onto each Lot (but not inside a Dwelling) to the extent reasonably necessary to discharge its rights or duties of exterior maintenance, if any, or for any other purpose reasonably related to the Association's performance of any duty imposed, or exercise of any right granted by this Declaration. Such right of entry shall be exercised in a peaceful and reasonable manner at reasonable times and upon reasonable notice whenever circumstances permit. Entry into any Dwelling shall not be made without the consent of its Owner or Occupant for any purpose, except pursuant to Court order or other authority granted by Law. No Owner shall withhold consent arbitrarily to entry upon a Lot by the Association for the purpose of discharging any duty or right of exterior maintenance if such entry is upon reasonable notice, at a reasonable time, and in a peaceful and reasonable manner. The Association's right of entry may be exercised by its agents, employees and contractors.

### Section 10. Fences.

- (a) No fences shall be erected or maintained on any Lot which shall be in excess of six feet (6') in height.
- (b) No hedges or shrubbery shall exceed a height of eight feet (8').
- (c) The Architectural Committee may adopt and promulgate additional standards for fences. All fences shall comply with County regulations and shall be subject to review by the Architectural Committee for compliance with such adopted standards and the provisions of this Declaration, as well as general aesthetic and site-specific requirements. Fences may be constructed only of PVC or black powder-coated aluminum. No fence may be erected or maintained within ten feet of the front façade of the house, except fences along the perimeter of the subdivision.
- (d) Each Owner shall keep the fence maintained so as to keep such fence of a uniform appearance throughout the Property.
- (e) A fence located along a retention pond, conservation area, preservation area, natural area, or located along a drainage easement adjacent to a retention pond, may be constructed if in accordance with the adopted standards of the Architectural Committee, shall be subject to review by the Architectural Committee, and may be constructed only of four foot high black powder-coated aluminum.

Section 11. Replacement. In the event a Dwelling is damaged or destroyed by casualty, hazard or other loss, then within twelve (12) months after such incident, the Owner

shall either rebuild or repair the damaged Dwelling or promptly clear the damaged improvements and re-sod and landscape the Lot in a sightly manner.

<u>Section 12. Mailboxes.</u> The Architectural Committee may approve a standard mailbox design for use throughout the Property. No mailboxes shall be installed which do not meet the adopted standard, if any, or are approved by the Architectural Committee.

# **ARTICLE VIII**

# **GENERAL PROVISIONS**

Section 1. Enforcement. The Association, or any Owner, has the right to enforce, by any appropriate proceeding, all restrictions, conditions, covenants, easements, reservations, rules, regulations, liens and charges now or hereafter imposed by, or pursuant to, the provisions of this Declaration. If any Owner or the Association is the prevailing party in any litigation involving this Declaration, then that party also has the right to recover all costs and expenses incurred, including reasonable attorneys' fees for all trial and appellate proceedings, if any. If the Association employs an attorney to enforce the provisions of this Declaration against any Owner, regardless of whether suit is brought, the costs and expenses of such enforcement, including reasonable attorneys' fees, may be assessed against such Owner's Lot as provided in Article V, Section 4. Failure by the Association or any Owner to enforce any provisions contained in this Declaration does not constitute a waiver of the right to do so at any time. Declarant also has the right to enforce all provisions of this Declaration relating to the use, maintenance, and preservation of the Properties; and, if Declarant is the prevailing party in any litigation involving this Declaration, to recover all of Declarant's costs and expenses incurred, including reasonable attorneys' fees.

The District has the right to take enforcement measures, including a civil action for injunction and penalties, against the Association to compel it to correct any outstanding problems with the Surface Water Management System Facilities.

The Association may impose fines against any member, tenant, guest, or invitee, for violation of the provisions of this Declaration or the standards of the Architectural Committee in accordance with State law, not to exceed One Hundred and no/100 Dollars (\$100.00) per violation. A fine may be levied on the basis of each day of a continuing violation, with a single notice and opportunity for hearing, except that no such fine shall exceed One Thousand and No/100 Dollars (\$1000.00) in the aggregate. Such fines may be imposed only after a hearing before a committee of three members appointed by the Board who are not related to officers, directors, or employees of the Association, with fourteen (14) days' notice to the person sought to be fined.

Section 2. Meeting Requirements. Wherever any provision of this Declaration, the Articles of Incorporation, or the By-Laws requires any action to be approved by two-thirds (2/3) or more of the votes, pursuant to Article IV, Section 2, of membership at a meeting duly convened for such purpose, written notice of such meeting must be given to all Members not less than fifteen (15) days in advance, setting forth its purpose. At such meeting the presence in person or by proxy of Members entitled to cast at least fifty percent (50%) of the votes, pursuant to Article IV, Section 2, outstanding constitutes a quorum.

Section 3. By agreement between any Owner and the holder of any mortgage on such Owner's Lot, any and all membership lights of such Owner may be assigned to, and exercised by, such Mortgagee as collateral or additional security for performance of the obligations secured by such mortgage; but no such assignment or delegation will bind the Association until the Association has received written notice thereof.

Section 4. Severability. Invalidation of any particular provision of this Declaration by judgment or court order will not affect any other provision, all of which will remain in full force and effect provided, however, any court of competent jurisdiction is hereby empowered, to the extent practicable, to reform any otherwise invalid provision of this Declaration when necessary to avoid a finding of invalidity which otherwise effectuate Declarant's intent of providing a comprehensive plan for the use, development, sale and beneficial enjoyment of the Properties.

Section 5. Annexation. Within ten years of the date of execution of this Declaration, Declarant may add contiguous lands to the Property, by the filing of a supplemental declaration declaring such annexed lands to be subject to the provisions hereof, with such modifications and additions as may be applicable to such annexed lands. Upon the filing of such a supplemental declaration, the lots and lands annexed thereby shall become subject to this Declaration, to the assessment provisions hereof, and to the jurisdiction of the Architectural Committee and the Association. For purposes of Article III the lots in the annexed lands shall be considered to have been part of the Property since the filing of this Declaration. Within ten (10) years of the date of execution of this Declaration, Declarant may remove any lands from the Property by the filing of a supplemental declaration declaring the same, if such lands have not been made part of any residential plat or subdivision or otherwise developed for residential purposes.

Amendment. The provisions of this Declaration will run with and bind the Properties, and will inure to the benefit of and be enforceable by the Association for so long as the Properties are used in whole or in part as a residential community, and in all events, for at least twenty-five (25) years following the date this Declaration is recorded, after which time they shall be automatically extended for successive periods of ten years. This Declaration may be amended by an instrument signed by the officers of the Association and approved by members entitled to cast not less than two thirds (2/3) of the votes of members pursuant to Article IV, Section 2 hereof. No amendment shall be effective which shall impair or prejudice the rights or priorities of the Declarant, Property Owner, or any Institutional Mortgagee without the specific written approval of the Declarant, Property Owner or Institutional Mortgagee affected thereby. Any amendment affecting the Surface Water Management System Facilities or the operation and maintenance of the Surface Water Management System Facilities shall have the prior written approval of the District. During the first five years after execution hereof, Declarant may amend this Declaration by recording an instrument stating such amendment, for the sole purpose of complying with requirements of the Federal Housing Administration, Veterans Administration, or the District or other governmental agency.

Section 7. Easements for De Minimis Unintentional Encroachments. Where necessary and appropriate, Declarant and/or the Association, whichever is in control of the particular portion of the Properties at the time, may grant easements for de minimis unintentional encroachments.

THISISNOTA

Section 8. Interpretation. Unless the context expressly requires otherwise, the use of the singular includes the plural, and vise versa; the use of the terms "including" or "include" is without limitation; the terms "Common Area", "Lot", and "Properties" include both any portion applicable to the context and any and all improvements, fixtures, trees vegetation, and other property from time to time situated thereon; and use of the words "must", "will" and "should" is intended to have the same legal effect as the word "shall". This Declaration should be construed in favor of the party seeking to enforce its provisions to effectuate its purpose of protecting and enhancing the value, marketability, and desirability of the Properties as a residential community by providing a common plan for their development and enjoyment.

<u>Section 9.</u> In the event of any conflict between the provisions of this Declaration, the Association's Articles of Incorporation, and the Association's Bylaws, the terms of this Declaration shall prevail.

IN WITNESS WHEREOF, Declarant and Property Owner have executed this Declaration the date first stated above.

WITNESSES:	
In We Sawhert	Homes By West Bay, LLC, a Florida limited liability company
Shellie Taubert	By: Labet af - there
Please Print Name	Elizabeth A. Bradburn
ON RIN	
Paulo Roberts	Its
Please Print Name	
by west bay, LLC, a Florida linnied	was acknowledged before me this 315+ day of lizabeth Bradbum on behalf of Homes liability company. He is personally known to me or has
produced	NOTARY PUBLIC A
ANGELA M HAMMOND Notary Public - State of Florida Commission #EE201333 My Commission Expires May 23, 2016	Name: Hngela M +ammond_ Serial #: My Commission Expires:

WITNESSES:

Jen Florida III, LLC a Florida limited liability company

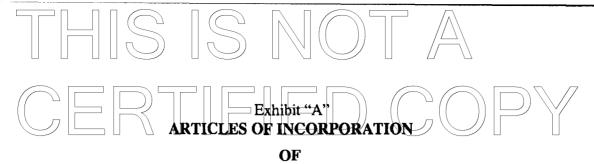
Sun Terra Communities I, LLC, a By: Florida limited liability company, Its Non-Member Co-Manager Please Print Name Print Name: Its: Please Print Name STATE OF FLORIDA COUNTY OF SEMPOLE The foregoing instrument was acknowledged before me this OCTOBEL \_\_\_, 2013, by \_\_\_\_\_\_ KRACUKK\_ , as the Co-Managing Member of Sun Terra Communities I, LLC, a Florida limited liability company, the Non-Member Co-Member of Jen Florida IX, LLC, a Florida limited liability company, on behalf of said company. He is personally known to me or has produced \_ as identification. NOTARY PUBLIC RICHARD A. JERMAN Jerm. Name:

EE835168

My Commission Expires:

Serial #:

MY COMMISSION # EE835168



# RESERVE AT SOUTH FORK HOMEOWNERS ASSOCIATION, INC.

A Florida Corporation Not For Profit

The undersigned incorporator, a resident of the State of Florida and of full age, hereby makes, subscribes, acknowledges and files with the Department of the State of Florida these Articles of Incorporation for the purpose of forming a corporation not for profit under the laws of the State of Florida.

# **ARTICLE I**

# **NAME**

The name of this corporation is Reserve at South Fork Homeowners Association, Inc., a Florida corporation not for profit, (hereinafter called the "Association" in these Articles.)

# **ARTICLE II**

### OFFICE AND REGISTERED AGENT

This Association's registered office is 325 South Boulevard, Tampa, Florida 33606, Hillsborough County, Florida, and its registered agent is Judith L. James, who maintains a business office at 325 South Boulevard, Tampa, Florida 33606. Both this Association's registered office and registered agent may be changed from time to time by the Board of Directors as provided by law.

# ARTICLE III

# **PURPOSE**

This Association does not contemplate pecuniary gain or profit to its members and the specific purposes for which it is formed are to provide for the maintenance, preservation and architectural control of all common areas and other residence lots within that certain tract of property (hereinafter called the Property) in Hillsborough County, Florida and more particularly described as Reserve at South Fork.

# ARTICLE IV

# **POWERS**

Without limitation this Association is empowered to:

- THIS IS NOT A
- (a) Declaration. Exercise all rights, powers, privileges and parform all duties, of this Association set forth in that certain Declaration of Covenants, Conditions and Restrictions (hereinafter called the Declaration) applicable to the property and recorded or to be recorded in the Public Records of Hillsborough County, Florida and as the same may be amended from time to time as therein provided, said Declaration being incorporated herein as if set forth in full;
- (b) Property. In any lawful manner, acquire, own, hold, improve, manage, operate, maintain, repair, replace, operate, convey, sell, lease, transfer, assign, and otherwise dispose of property of any nature whatsoever, real, personal, or mixed, tangible or intangible, in connection with this Association's affairs, specifically including the surface water management system facilities, including all inlets, ditches, swales, culverts, water control structures, retention and detention areas, ponds, lakes, floodplain compensation areas, wetlands and any associated buffer areas, and wetland mitigation areas.
- (c) Assessments. Fix, levy, collect, and enforce by any lawful means all charges or assessments established by, or pursuant to, the Declaration; and to use and expend the proceeds of assessments in the exercise of its powers and duties hereunder.
- (d) Costs. Pay all costs, expenses, and obligations lawfully incurred in connection with this Association's affairs including, without limitation, all licenses, taxes, or other governmental charges levied or imposed against this Association's property; and contract for services, such as to provide for operation and maintenance of facilities including surface water management system facilities.
- (e) Borrowing. Borrow money and, with the approval of two-thirds of each class of members, mortgage, pledge, deed in trust, hypothecate, assign, grant security interests in, or otherwise transfer any or all of its property as security for money borrowed, debts incurred, or any of its other obligations.
- (f) Dedications. With the approval of three-fourths of the members, dedicate, sell or transfer all or any part of its property to any public agency, authority, or utility for such purposes, and subject to such conditions, as seventy-five percent (75%) of the members determine.
- (g) Mergers. With the approval of two-thirds (2/3) of the members, participate in mergers and consolidations with other non-profit corporations organized for similar purposes.
- (h) Rules. From time to time adopt, alter, amend, rescind, and enforce reasonable rules and regulations governing the use of the Lots, and Common Area consistent with the rights and duties established by the Declaration and these Articles and governing Members' responsibilities.

- (i) General. Have and exercise all common law rights, powers, and privileges and those that a corporation not for profit may now or he eafer have or exercise under the laws of the State of Florida, together with all other rights, powers, and privileges reasonably to be implied from the existence of any right, power, or privilege so granted, or granted by the Declaration or these Articles, or reasonably necessary to effectuate the exercise of any right, power, or privilege so granted.
- (j) Enforcement. To enforce by legal means the obligations of the members of the corporation; the provisions of the Declaration, and the provisions of a dedication or conveyance of the Corporate Property to the corporation with respect to the use and maintenance thereof; to sue and be sued.

#### ARTICLE V

### **MEMBERSHIP**

Every person who from time to time holds the record fee simple title to, or any undivided fee simple interest in, any Lot that is subject to the provisions of the Declaration is a member of this Association, including contract sellers, but excluding all other persons who hold any interest in any Lot merely as security for the performance of an obligation. An Owner of more than one Lot is entitled to one membership for each Lot owned. Membership is appurtenant to, and may not be separated from, ownership of at least one Lot that is subject to the provisions of the Declaration, and membership may not be transferred other than by transfer of title to such Lot. Each membership is transferred automatically by conveyance of title of a Lot.

# ARTICLE VI

# **VOTING RIGHTS**

The Association shall have two classes of voting membership:

- Class A. Class A members shall be all Owners, with the exception of the Declarant and Property Owner (as defined in the Declaration), and shall be entitled to one vote for each Lot owned. When more than one person holds an interest in any Lot, all such persons shall be members. The vote for such Lot shall be exercised as they determine, but in no event shall more than one vote be cast with respect to any Lot.
- Class B. The Class B members shall be the Declarant and Property Owner, and shall be entitled to twenty (20) votes for each lot owned. The Class B membership shall cease and be converted to Class A, membership on the happening of the following events, whichever occurs earlier:

- (a) Three rouths after 90 percent of the passes in a phases of the community that will ultimately be operated by the homeown association have been conveyed to members other than Declarant, Property Owner, or any builder, contractor, or others who purchase a parcel for the purpose of constructing improvements thereon for resale.;
- (b) on the anniversary date ten years from the date when the first Lot is conveyed to an individual purchaser, or
- (c) when the Declarant waives in writing its right to Class B membership.

# **ARTICLE VII**

# **BOARD OF DIRECTORS**

Section 1. This Association's affairs are managed by a Board of Directors initially composed of three Directors. The initial Directors named below shall serve until this Association's first annual meeting. The term of office for all Directors is one year. Before any such annual meeting, all vacancies occurring on the Board of Directors, if any, will be filled by majority vote of the remaining Directors, even if less than a quorum. Any Director may succeed himself or herself in office. All Directors will be elected by ballot. Each member may cast as many votes for each vacancy as such member has; and the person receiving the largest number of votes cast for each vacancy is elected. Cumulative voting is not permitted. Directors need not be Association members.

Section 2. The names and addresses of the persons who will serve as Directors until their successors have been duly elected and qualify, unless they sooner die, resign, or are removed, are:

Name:

Willy Nunn

Address:

4065 Crescent Park Drive, Riverview, FL 33578

Name:

Keith Grove

Address:

4065 Crescent Park Drive, Riverview, FL 33578

Name:

Sally McFolling

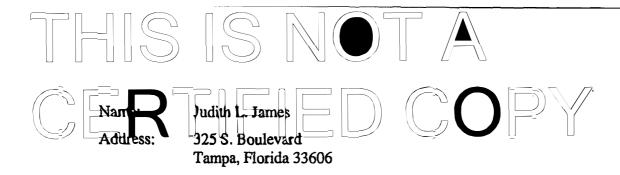
Address:

4065 Crescent Park Drive, Riverview, FL 33578

# ARTICLE VIII

INCORPORATOR

The name and residence of the incorporator is:



# ARTICLE IX

### DISSOLUTION

This Association may be dissolved in the manner from time to time provided by the laws of the State of Florida and with the assent given in writing and signed by not less than two-thirds (2/3) of each class of members. Upon dissolution of this Association in any manner other than incident to a merger or consolidation, all of this Association's assets including the control or right of access to the property containing the surface water management system facilities, must be dedicated to an appropriate public agency to be used for purposes similar to those for which this Association was created. If dedication is refused, such assets must be granted, conveyed, and assigned to any nonprofit corporation, association, trust, or other organization to be devoted to such similar purposes. In no event, however may any assets inure to the benefit of any member or other private individual.

# ARTICLE X

**DURATION** 

This Association exists perpetually.

### ARTICLE XI

# **BY-LAWS**

This Association's By-Laws initially will be adopted by the Board of Directors. Thereafter, the By-Laws may be altered, amended, or rescinded with the approval of a majority of each class of members, except as to those provisions for Amendment to the By Laws which are provided in the Declaration or any Supplemental Declaration in which case those provisions shall control such Amendments.

# **ARTICLE XII**

# **AMENDMENTS**

Amendments to these Articles may be proposed and adopted in the manner from time to time provided by the laws of the State of Florida, provided that each such amendment must have the approval in writing of two thirds (2/3) of the entire membership, except as to those provisions 021913 Reserve at South Fork Dec 32



for Amendment which are provided in the Declaration or any Supplemental Declaration of which case those provisions shall control such Amendments.

# **ARTICLE XIII**

# INTERPRETATION

Express reference is made to the Declaration where necessary to interpret, construe, and clarify the provisions of the Articles. Without limitation, all terms defined in the Declaration have the same meaning where used in these Articles. By subscribing and filing these Articles, the incorporators intend its provisions to be consistent with the provisions of the Declaration and to be interpreted, construed, and applied with those of the Declaration to avoid inconsistencies or conflicting results.

Judith I James



CERTIFICATE DESIGNATING PLACE OF BUSINESS OR DOMICILE FOR THE SERVICE OF PROCESS WITHIN THE STATE OF FLORIDA AND NAMING THE REGISTERED AGENT UPON WHOM PROCESS MAY BE SERVED.

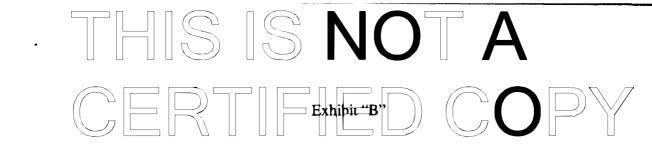
Reserve at South Fork Homeowners Association, Inc., desiring to organize under the laws of the State of Florida, as a corporation not for profit with its principal office, as indicated in its Articles of Incorporation, at 4065 Crescent Park Drive, Riverview, Florida 33578, County of Hillsborough, State of Florida, has named Judith L. James, whose business office is 325 South Boulevard, Tampa, Florida 33606, as its registered agent to accept service of process within Florida.

# **ACCEPTANCE**

Having been named to accept service of process for the foregoing corporation at the place designated in this certificate, I hereby agree to act in this capacity, and I further agree to comply with the provisions of all statutes, including the duties and obligations imposed by Section 617.0503, relative to the proper and complete performance of my duties.

Judith L. James

Date: 6/19/13



# **BY-LAWS**

OF

# RESERVE AT SOUTH FORK HOMEOWNERS ASSOCIATION, INC.

### **ARTICLE I**

### NAME AND LOCATION.

The name of the corporation is Reserve at South Fork Homeowners Association, Inc., hereinafter referred to as the "Association." The principal office of the corporation shall be located at 4065 Crescent Park Drive, Riverview, Florida 33578, or at such other place as is designated by the Board of Directors, but meetings of members and directors may be held at such places within Hillsborough County, Florida as may be designated by the Board of Directors.

# **ARTICLE II**

# **DEFINITIONS**

The definitions as set out in the Declaration of Covenants, Conditions and Restrictions of Reserve at South Fork (Declaration) are hereby incorporated by reference.

# **ARTICLE III**

# MEETINGS OF MEMBERS

Section 1. Annual Meetings. The first annual meeting of the members shall be held within one year from the date of incorporation of the Association, and each subsequent regular annual meeting of the members shall be held during the last quarter of the year, as established by the Board of Directors.

Section 2. Special Meetings. Special meetings of the members may be called at any time by the president or by the Board of Directors, or upon written request of the members who are entitled to vote one-fourth (1/4) of all of the votes of the Class A membership, as set out below.

Section 3. Notice of Meetings. The association shall give all members actual notice of all membership meetings, which shall be mailed, delivered, or electronically transmitted to the members not less than 14 days prior to the meeting. Evidence of compliance with this 14-day notice shall be made by an affidavit executed by the person providing the notice and filed upon execution among the official records of the association. Such notice shall specify the place, day and hour of the meeting, and, in the case of a special meeting, the purpose of the meeting.

Section 4 Object. The presence at the rating of members entitled to cast or of limited or general proxies entitled to cast, ten percent (10%) of the lotes of each class of membership shall constitute a quorum for any action except as otherwise provided in the Articles of Incorporation, the Declaration, or these By-Laws. If, however, such quorum shall not be present or represented at any meeting, the members entitled to vote thereat shall have power to adjourn the meeting from time to time, without notice other than announcement at the meeting, until a quorum as aforesaid shall be present or be represented. Unless otherwise provided in these By-Laws, Articles of Incorporation or Declaration, decisions shall be made by a majority of the voting interests represented at a meeting at which a quorum is present.

Section 5. Proxies. At all meetings of members, each member may vote in person or by limited proxy. All proxies shall be in writing and filed with the secretary. Every proxy shall be effective only for the specific meeting for which originally given and any lawfully adjourned meeting thereof. A proxy is not valid for a period longer than 90 days after the date of the first meeting for which is was given. A proxy is revocable at any time at the pleasure of the homeowner who executes it. Limited proxies may also be used for votes taken to amend the Articles of Incorporation or By-Laws or for any matter that requires or permits a vote of the homeowners.

# **ARTICLE IV**

# **BOARD OF DIRECTORS: SELECTION: TERM OF OFFICE**

Section 1. Number. The affairs of this Association shall be managed by an initial board of three (3) directors. Thereafter the Board of Directors shall consist of a least three (3) members.

<u>Section 2.</u> <u>Term of Office.</u> The term of office for all directors is one year. The initial directors of the Association set forth in the Articles of Incorporation shall hold office until the first annual meeting.

Section 3. Removal. Any director may be removed from the Board, with or without cause, by a majority vote of the members of the Association in accordance with the requirements of Chapter 720 of the Florida Statutes. In the event of death, resignation or removal of a director, his successor shall be selected by the remaining members of the Board and shall serve for the unexpired term of his predecessor.

<u>Section 4.</u> Compensation. No director shall receive compensation for any service he may render to the Association. However, any director may be reimbursed for his actual expenses incurred in the performance of his duties.

# CENOMINATION AND ELECTION OF DIRECTORS

Section 1. Nomination. Nomination for election to the Board of Directors shall be made by a Nominating Committee. Nominations may also be made from the floor at the annual meeting. The Nominating Committee shall consist of a Chairman, who shall be a member of the Board of Directors, and two or more members of the Association. The Nominating Committee shall be appointed by the Board of Directors. The Nominating Committee shall make as many nominations for election to the Board of Directors as it shall in its discretion determine, but not less than the number of vacancies that are to be filled. Such nominations may be made from among members or non-members.

Section 2. Election. Election to the Board of Directors shall be by written ballot. At such election the members or their proxies may cast, in respect to each vacancy, as many votes as they are entitled to exercise under the provisions of the Declaration. The persons receiving the largest number of votes shall be elected. Cumulative voting is not permitted.

<u>Section 3.</u> <u>Use of Proxy.</u> For election of members of the Board of Directors, homeowners shall vote in person at a meeting of the homeowners or by a proxy ballot, under procedures established by the Board of Directors and State law.

# ARTICLE VI

# MEETINGS OF DIRECTORS

Section 1. Meetings. Meetings of the Board of Directors shall be on a regular basis at such place and hour as may be fixed from time to time by Resolution of the Board. Should said meeting fall upon a legal holiday, then that meeting shall be held at the same time on the next day which is not a legal holiday.

Section 2. Special Meeting. Special meetings of the Board of Directors shall be held when called by the president of the Association, or by any two directors, after not less than three (3) days notice to each director. Said notice may be waived prior to such meeting by unanimous consent of the Board. If 20 percent of the total voting interests petition the board to address an item of business, the board shall at its next regular board meeting or at a special meeting of the board, but not later than 60 days after the receipt of the petition, take the petitioned item up on an agenda. The board shall give all members notice of the meeting at which the petitioned item shall be addressed in accordance with the 14-day notice requirement. Each member shall have the right to speak for at least 3 minutes on each matter placed on the agenda by petition, provided that the member signs the sign-up sheet, if one is provided, or submits a written request to speak

prior to the meeting. Other than addressing the petitioned item at the meeting, the load is not obligated to take any other action requested by the petition.

Section 3. Quorum. A majority of the number of directors shall constitute a quorum for the transaction of business. Every act or decision done or made by a majority of the directors present at a duly held meeting at which a quorum is present shall be regarded as the act of the Board.

Section 4. Action Without a Meeting. Any action which may be required or permitted to be taken at a meeting of the Board of Directors may be taken without a meeting if a consent in writing, setting forth the action so taken is signed by all the members of the Board of Directors; such consent shall be placed in the minute book of the Association with the minutes of the Board of Directors. Any action so approved shall have the same effect as though taken at a meeting of the directors.

# Section 5. Notice to Members.

- (a) Meetings of the Board of Directors shall be open to all members, and notices of meetings shall be posted in a conspicuous place on the Association property at least 48 hours in advance, except in an emergency. Notice of any meeting in which assessments against parcels are to be established shall specifically contain a statement that assessments shall be considered and a statement of the nature of such assessments.
- (b) An assessment may not be levied at a board meeting unless a written notice of the meeting is provided to all members at least 14 days before the meeting, which notice includes a statement that assessments will be considered at the meeting and the nature of the assessments. Written notice of any meeting at which special assessments will be considered or at which rules that regulate the use of parcels in the community may be adopted, amended, or revoked must be mailed, delivered, or electronically transmitted to the members and posted conspicuously on the property. A written notice concerning changes to the rules that regulate the use of parcels in the community must include a statement that changes to the rules regarding the use of parcels will be considered at the meeting.

### **ARTICLE VII**

### POWERS AND DUTIES OF THE BOARD OF DIRECTORS

<u>Section 1.</u> <u>Powers.</u> The Association, by and through its Board of Directors, shall have power to:

- (a) adopt and publish rules and regulations governing the use common Area, if any, and facilities, and the personal conduct of the members and their guests thereon, and to establish penalties for the infraction thereof;
- (b) suspend the voting rights and right to use of the Common Areas of a member as set out in the Declaration.
- (c) exercise for the Association all powers, duties and authority vested in or delegated to this Association and not reserved to the membership by other provisions of these By-Laws, the Articles of Incorporation, or the Declaration;
- (d) declare the office of a member of the Board of Directors to be vacant in the event such member shall be absent from three (3) consecutive regular meetings of the Board of Directors; and
- (e) employ a manager, an independent contractor, or such other employees as they deem necessary, and to prescribe their duties.
- Section 2. Duties. It shall be the duty of the Association, by and through its Board of Directors, to:
- (a) cause to be kept a complete record of all its acts and corporate affairs and to present a statement thereof to the members at the annual meeting of the members, or at any special meeting when such statement is requested in writing by one-fourth (1/4) of the Class A members who are entitled to vote, at least ten (10) days prior to the annual meeting or special meeting;
- (b) supervise all officers, agents and employees of this Association, and to see that their duties are properly performed;
  - (c) as more fully provided in the Declaration, to:
  - (1) fix the amount of the annual assessment against each Lot at least thirty (30) days in advance of each annual assessment period; and
  - (2) send written notice of each assessment to every Owner subject thereto at least thirty (30) days in advance of each annual assessment period; and
  - (3) foreclose the lien against any property for which assessments are not paid or to bring an action at law against the Owner personally obligated to pay the same.
- (d) issue or to cause an appropriate officer to issue, upon demand by any person, a certificate setting forth whether or not any assessment has been paid. Reasonable charges may be made by the Board for the issuance of these certificates. If a certificate states an assessment has been paid, such certificate shall be conclusive evidence of such payment;

- (e) procure and maintain adequate liability and hazard insurance on property owned by the Association;
- (f) cause all officers or employees having fiscal responsibilities to be bonded, as it may deem appropriate;
- (g) cause the Common Area to be maintained; enter into contracts on behalf of the association in accordance with the requirements of Chapter 720 of the Florida Statutes;
- (h) establish prior to the beginning of the fiscal year and prior to setting the assessments for the coming year, an annual budget for the Association, including maintenance of common areas, and establish reserve accounts for replacement of those parts of the common elements which have a limited useful life span.

# **ARTICLE VIII**

### OFFICERS AND THEIR DUTIES

- <u>Section 1.</u> <u>Enumeration of Offices.</u> The officers of this Association shall be a president and vice-president, who shall at all times be members of the Board of Directors, a secretary, and a treasurer, and such other officers as the Board may from time to time by resolution create.
- <u>Section 2.</u> <u>Election of Officers.</u> The election of officers shall take place at the first meeting of the Board of Directors following each annual meeting of the members.
- <u>Section 3.</u> Term. The officers of this Association shall be elected annually by the Board and each shall hold office for one (1) year unless he shall sooner resign, or shall be removed, or otherwise disqualified to serve.
- <u>Section 4.</u> <u>Special Appointments.</u> The Board may elect such other officers as the affairs of the Association may require, each of whom shall hold office for such period, have such authority, and perform such duties as the Board may, from time to time, determine.
- Section 5. Resignation and Removal. Any officer may be removed from office with or without cause by the Board. Any officer may resign at any time by giving written notice to the Board, the president or the secretary. Such resignation shall take effect on the date of receipt of such notice or at any later time specified therein, and unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.
- Section 6. Vacancies. A vacancy in any office may be filled by appointment by the Board. The officer appointed to such vacancy shall serve for the remainder of the term of the officer he replaced.

Section Multiple Offices. The offices of secretary and treasurer may be seld by the same person, alternatively the office of vice president and treasurer may be held by the same person. No person shall simultaneously hold more than one of any of the other offices except in the case of special offices created pursuant to Section 4 of this Article.

<u>Section 8.</u> <u>Duties.</u> The duties of the officers are as follows:

### President

(a) The president shall preside at all meetings of the Board of Directors; shall see that orders and resolutions of the Board are carried out; shall sign all leases, mortgages, deeds and other written instruments and shall sign all checks and promissory notes.

### Vice-President

(b) The vice-president shall act in the place and stead of the president in the event of his absence, inability or refusal to act, and shall exercise and discharge such other duties as may be required of him by the Board.

### Secretary

(c) The secretary shall record the votes and keep the minutes of all meetings and proceedings of the Board and of the members; keep the corporate seal of the Association and affix it on all papers requiring said seal; serve notice of meetings of the Board and of the members; keep appropriate current records showing members of the Association together with their addresses, and shall perform such other duties as required by the Board.

#### Treasurer

(d) The treasurer shall receive and deposit in appropriate bank accounts all monies of the Association and shall disburse such funds as directed by resolution of the Board of Directors; shall sign all checks and promissory notes of the Association; keep proper books of account; and shall prepare or have prepared an annual budget and a statement of income and expenditures to be presented to the membership at its regular annual meeting, and deliver a copy of each to the members. All checks shall require the signatures of two officers.



The Association shall appoint an Architectural Control Committee, as provided in the Declaration, and a Nominating Committee, as provided in these By-Laws. In addition, the Board of Directors shall appoint other committees as deemed appropriate in carrying out its purpose.

# **ARTICLE X**

# **BOOKS AND RECORDS**

Section 1. The books, records and papers of the Association shall at all times during reasonable business hours, be subject to inspection by any member. The Declaration, the Articles of Incorporation and the By-Laws of the Association shall be available for inspection by any member at the principal office of the Association, where copies may be purchased at reasonable cost.

Section 2. Minutes of all meetings of members and of the Board of Directors shall be kept in a businesslike manner and shall be available for inspection by members, or their authorized representatives, and Board Members at reasonable times. Subsequent to transfer of control of the Association to owners other than the Declarant, the Association shall retain these minutes as required by law.

<u>Section 3.</u> The Association shall maintain each of the following items, when applicable, which shall constitute the Official Records of the Association, as further defined in Florida Statutes:

- (a) A copy of the plans, permits, and warranties for the improvements to the Common Area, but not including the construction drawings of the individual homes and lots.
- (b) A copy of the By-Laws of the homeowner's association and of each amendment to the By-Laws.
- (c) A copy of the Articles of Incorporation of the homeowner's association and of each amendment thereto.
  - (d) A copy of the current rules of the homeowner's association.
- (e) The minutes of all meetings of the Board of Directors and of members, which minutes shall be retained for a period of not less than 7 years.
- (f) A current roster of all members and their mailing addresses, parcel identifications, and, if known telephone numbers. The association shall also maintain the electronic mailing addresses of those members consenting to receive notice by electronic

transmission. If the member revokes permission to utilize the electronic addresses, these shall be removed from the records. However, the association is not liable for an erroneous disclosure of the electronic email address.

- (g) All of the insurance policies of the homeowner's association or a copy thereof, which policies must be retained for at least 7 years.
- (h) A current copy of any management agreement, lease, or other contract under which the association has any obligation or responsibility. Bids received for work to be performed must be kept for a period of 1 year.
- (i) Accounting records for the homeowners' association and separate accounting records for each parcel, according to generally accepted accounting principles, and the requirements of Chapter 720 of the Florida Statutes. The requirements for inspection and copying of records as set out in Florida Statutes shall be followed. The accounting records shall include, but are not limited to:
  - (1) Accurate, itemized, and detailed records of all receipts and expenditures.
  - (2) A current account and a periodic statement of the account for each member of the homeowners' association, designating the name and current address of the member, the due date and amount of each assessment, the date and the amount paid upon the account, and the balance due.
  - (3) All tax returns, audits, reviews, accounting statements, and financial reports of the homeowners' association.
  - (j) A copy of the disclosure summary described in s. 720.401(1).

### **ARTICLE XI**

# **ASSESSMENTS**

As more fully provided in the Declaration each member is obligated to pay to the Association all assessments as listed in the Declaration, which are secured by a continuing lien upon the property against which the assessment is made. Any assessments which are not paid when due shall be delinquent. If the assessment is not paid within ten (10) days after the due date, the assessment shall bear interest at the highest rate permitted by law, and the Association may bring an action at law against the Owner personally obligated to pay the same or foreclose the lien against the property, and interest, costs, and reasonable attorney's fees of any such action shall be added to the amount of such assessment, provided however, in no event shall this interest rate exceed the maximum allowable by law. No Owner may waive or otherwise escape

# THISISNOTA

liability for the assessments provided for herein by non-use of the common Area or abandonment of his Lot.

# **ARTICLE XII**

### **CORPORATE SEAL**

The Association shall have a seal in circular form having within its circumference the words: Reserve at South Fork Homeowners Association, Inc. and within the center the word "Florida".

# **ARTICLE XIII**

### **AMENDMENTS**

<u>Section 1.</u> These By-Laws may be amended, at a regular or special meeting of the members, by a vote of a majority of a quorum of members present in person or by proxy.

Section 2. In the case of any conflict between the Articles of Incorporation and these By-Laws, the Articles shall control; and in the case of any conflict between the Declaration and these By-Laws, the Declaration shall control.

### **ARTICLE XIV**

### **MISCELLANEOUS**

Section 1. The fiscal year of the Association shall begin on the first day of January and end on the 31st day of December of every year, except that the first fiscal year shall begin on the date of incorporation.

Section 2 All common areas serving any homeowner's association shall be available to members and their invited guests for the use intended for such common areas. The entity or entities responsible for the operation of the common areas may adopt reasonable rules and regulations pertaining to the use of such common areas. No entity or entities shall unreasonably restrict any member's right to peaceably assemble or right to invite public officers or candidates for public office to appear and speak in common areas.

Section 3. Members have the right to attend all membership meetings and to speak at any meeting with reference to all items opened for discussion or included on the agenda. A member has the right to speak for at least three (3) minutes on any item, provided that the member submits a written request to speak prior to the meeting. The association may adopt written reasonable rules governing the frequency, duration and other manner of member statements, which rules must be consistent with Florida law.

# THIS IS NOT A CELETIFICATION, INC.

# **CERTIFICATION**

I, the undersigned, do hereby certify:

THAT I am the duly elected and acting Secretary or President of the Reserve at South Fork Homeowners Association, Inc., a Florida corporation not-for-profit, and,

IN WITNESS WHEREOF, the secretary of the Reserve at South Fork Homeowners Association, Inc. has hereunto set his hand this \_\_\_\_\_\_ day of \_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_, 201\_3\_\_\_.

Secretary of President (please circle)