

Prepared by:
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**AMENDMENT TO THE BYLAWS FOR
BARTRAM PARK WEST HOMEOWNERS' ASSOCIATION, INC.**

THIS AMENDMENT to the Bylaws for Bartram Park West Homeowners' Association, Inc. is made effective by the Bartram Park West Homeowners' Association, Inc., a Florida corporation not for profit. ("Association").

WITNESSETH

WHEREAS, on or about December 17, 2015, Richmond American Homes of Florida, LP, a Colorado limited partnership (the "Developer"), caused to be recorded that certain Declaration of Covenants, Conditions, Restrictions and Easements for Bartram Park West, recorded at Official Records Book 17402, Page 48, *et seq.*, of the Official Records of Duval County, Florida, hereinafter referred to as the "Declaration" which encumbers the property described in Plat Book 68, Page 96 of the public records of Duval County, Florida:

WHEREAS, it is the desire of the Association to amend the terms of its Bylaws and to adopt a schedule of enforcement of fines:

WHEREAS, pursuant to Article XVIII of the Association's Bylaws, the Bylaws may be amended by the affirmative vote of at least a majority of the Board of Directors at a duly called meeting of the Board of Directors; and

WHEREAS, the affirmative vote of at least a majority of the Board of Directors of the Association was obtained at a vote at a meeting of the Board of Directors which obtained quorum and conducted for that purpose held on September 17, 2024.

NOW THEREFORE, The Association hereby amends its Bylaws and adopts a schedule of enforcement of fines, as follows:

(new words at inserted in the text and underlined; and words to be deleted are ~~lined through~~ with hyphens)

IV. ELECTION OF DIRECTORS.

A. ~~For so long as the Class B Membership shall exist, the Developer shall have the right to appoint all of the Directors. Following termination of the Class B Membership, The Board of Directors shall be elected as provided below.~~

B. Nominations for the election of Board members (other than Board members appointed by the Developer) shall be made by the ~~Nominating Committee described in Article IX hereof, or upon petition in accordance with Section D. of this Article IV. The Nominating Committee shall make as many nominations as it shall in its discretion determine.~~ following process:

At least forty (40) days before a scheduled election, the Association shall mail, deliver, or electronically transmit, whether by separate Association mailing or included in another Association mailing (including any regularly published newsletters) to each Member entitled to vote, a first notice of the date of the annual meeting and election. Any eligible person desiring to be a candidate for the Board of Directors shall give written notice to the Association (including information sheet, if any) by the 3rd Quarter Board Meeting. Nomination of candidates from the floor at the annual meeting is prohibited. The Association shall thereafter mail, deliver, or electronically transmit a second notice of the annual meeting and election to all Members entitled to vote, together with an agenda, ballot which shall list all eligible candidates in alphabetical order by surname, and any candidate information sheets which have been timely provided to the Association, at least fourteen (14) days before the annual meeting and election.

C. ~~The Developer shall, within fourteen (14) days of the date set for the annual meeting of the Association, notify the Secretary of the names of the Directors that it is appointing to the Board. This section has been deleted.~~

D. ~~Petitions for nominees shall also be accepted if signed by Members representing one-third (1/3) of the total votes held by the Members other than the Developer, and if received by the Secretary of the Association not less than thirty (30) days prior to the date fixed for the annual meeting of the Members. Nominations and notification of the vacancies being filled by the Developer shall be placed on the written ballot referenced in Section E. of this Article IV. This section has been deleted.~~

E. ~~All elections to the Board shall be made on written ballots to be voted at the annual meeting, or in the discretion of the Board, by mail provided such ballots are mailed to the Members not less than fifteen (15) days prior to the date fixed for the annual meeting. The ballots shall (i) describe the vacancies to be filled by the Members other than the Developer, (ii) set forth the names of those nominated for each such vacancy, (iii) set forth the names of those appointed to the Board by the Developer, and (iv) provide a number of spaces for write-in candidates equal to the number of vacancies to be filled by the Class A Members. Each Member may cast the number of votes to which such Member is entitled as set forth in the Amended Articles of Incorporation. All Directors who are not appointed by the Developer shall be elected by a plurality of the votes cast by the Class A Members.~~

Members entitled to vote shall return their completed ballots using a two-envelope system, described further below, to preserve anonymity of ballots, no later than twenty-four (24) hours prior to election. The election shall be decided by a plurality of ballots cast. In order for an election to be valid and binding, the election must occur at a meeting at which a quorum (30%) is present; or if the election is conducted by mail, the Association must receive as of the date established by the Board for receipt of ballots, a number of ballots representing not less than a quorum (30%) of the Members. No ballots will be accepted on the day of the election. There shall be no cumulative voting, and no Member shall permit any other person to vote in his or her ballot. Ballots for election of Directors may not be cast by proxy. Any improperly cast ballots will be deemed invalid; provided, however, that the Association may accept ballots cast in a manner that does not strictly comply with the two-envelope system so long as the Board, in its reasonable discretion, does not have reason to suspect that the ballot was cast fraudulently or by someone other than the Member eligible to vote.

Along with the second annual meeting notice, the Association shall provide a ballot, an outer envelope addressed to the agent authorized by the Association to receive the completed ballots, and a smaller inner envelope into which the ballot shall be placed. The exterior of the outer envelope shall indicate the name of the Member authorized to cast the ballot, the Lot number (or property address) for which the

vote may be cast, and shall contain a signature space for the Member authorized to cast the vote. Once the ballot is completed, the voting Member shall place the complete ballot in the inner, smaller envelope and seal the envelope. The inner envelope shall be placed within the outer, larger envelope, and the outer envelope shall be sealed. Each inner envelope shall contain only one ballot. The person authorized to cast the ballot shall sign the exterior of the outer envelope in the space provided for such signature. The envelope shall either be mailed or hand delivered to the Association at least twenty-four (24) hours before the meeting. Upon receipt by the Association, no ballot may be rescinded or changed.

F. ~~No Member who is not in good standing with the Association may be nominated to serve as a Director. All questions as to the good standing of any Member shall be determined by the Board in its sole discretion. Any Member who is in arrears with the Association as of the last date to submit an intent to be a candidate as set forth above-herein is not eligible to be a candidate for the Board of Directors.~~

G. ~~In order for an election of Directors to be valid and binding, the election must occur at a meeting of the Members at which a quorum is present; or if the election is conducted by mail, the Association must receive as of the date established by the Board for receipt of ballots, a number of ballots representing not less than a quorum of the Members. This section has been deleted.~~

H. The members of the Board elected or appointed in accordance with the procedures set forth in this Article IV shall be deemed elected or appointed as of the date of the annual meeting of the Members.

Schedule Of Fines

~~Home Business Use~~ _____ \$50 day Maximum
\$500

Business- No business shall be run inside home per Governing Documents section 10.1.

\$100-day, Max \$1000.

~~Animals and Pets~~ _____ \$50 day Maximum
\$500

Animals- Any pets/animals off leash when not on property, not picking up after dogs, per Governing Documents 10.16.

\$100-day, Max \$1000

~~Laundry Lines~~ _____ \$50 day Maximum
\$500

Laundry Lines- Cannot be visible from street.

\$100-day, Max \$1000

~~Nuisance: Obnoxious or Offensive Activity~~ _____ \$100 day Maximum
\$1000

~~Temporary Structures~~ _____ ~~\$100 day Maximum~~
~~\$1000~~

Temporary Structures- Not approved by the ARC.

\$100-day, Max \$1000.

~~Debris on Lot~~ _____ ~~\$50 day Maximum~~
~~\$500~~

Debris on lot-

\$100-day, Max \$1000

~~Trash Containers~~ _____ ~~\$50 day Maximum~~
~~\$500~~

Trash Containers- Must be removed from street and stored out of view within 24hours of scheduled pick up. Bulk trash may not be placed on the street more than 24hours before scheduled pick up.

\$100- day, Max \$1000.

~~Window AC Units~~ _____ ~~\$100 day Maximum~~
~~\$1000~~

Window AC Units- Per Governing Documents section 10.20.

\$100-day, Max \$1000

~~Lot Maintenance~~ _____ ~~\$50 day Maximum~~
~~\$500~~

Lot Maintenance- Lot must be pressure washed, mowed, edged, treat of weeds, etc. to maintain neat and uniform appearance per Governing Documents Section 10.17.

\$100- day, Max \$1000.

~~Basketball Goals~~ _____ ~~\$50 day Maximum~~
~~\$500~~

Basketball Goals- Must be taken down and stored out of sight when not in use.

\$100-day, Max \$1000.

~~Unapproved ACC Projects~~ _____ ~~\$100 day Maximum~~
~~\$1000~~

Unapproved ARB Projects- All exterior work on home must be approved by board prior to starting.

\$100-day, max \$1000.

Unregistered/Inoperable Vehicles _____ \$100 day Maximum
\$1000

Unregistered/Inoperable, Unsightly Vehicles- Damaged vehicles, unsightly (sun damaged paint, chipped paint, or rust), unregistered, or inoperable vehicles must be stored in garage or off property.

\$100-Day, max \$1000.

Rentals less than 30 days _____ \$100 day Maximum
\$1000

Failure to Notify Board of a Rental _____ \$50 day Maximum
\$500

Construction Vehicles/Dumpsters- All dumpsters, construction vehicles, materials, etc. must be cleaned up and removed from property daily.

\$100-Day, Max \$1000

RV's, Boats, Pods, Campers and Commercial Vehicles

\$100-Day, Max \$1000

Trespassing Pool Area- Entering pool area without fob by jumping, breaking, or climbing pool gate will be \$100 fine plus cost of repairs per occurrence.

Vandalism will result in a \$100 fine plus cost of repairs per occurrence.

Enforcement

The Association or any owner has the right to enforce the provisions of the ruling authorities and this document.

1st Violation notice is reported by the Management Company, a 1st violation notice will be sent to the property owner asking that it be resolved within 14 days. The owner should resolve the matter and contact the Management Company.

2nd Violation notice: If there is no resolution after 14 days a 2nd violation notice letter will be sent, requesting compliance.

Final Violation notice: If there is no resolution after 14 days a final violation notice will be sent via/ certified mail, notifying the owner of an imposed daily fine and possible additional costs (interest fees and attorney fees).

Under State statute 720-305 such a fine may not be imposed without a Board meeting to impose the fine and at least 14 days' notice to the owner and an opportunity for a hearing before a 3-person Rules Enforcement Committee, whose majority decision is final.

Once fine is imposed, owners' rights may be suspended from use of common area until fine and/or fees are paid. Any use of common area after suspension will be considered trespassing.

IN WITNESS WHEREOF, the Association has caused these presents to be executed as required by law on this, the day and year first above written.

Signed, sealed and delivered in the presence of:

BARTRAM PARK WEST HOMEOWNERS' ASSOCIATION, INC.,
a Florida Not-For-Profit Corporation

CHRISTINA DZIEDZICKI
(Witness Print name CHRISTINA DZIEDZICKI)
Address: 13444 FOXHAVEN DR. S.
JAX, FL 32214

[Signature]
By: Melissa Esposito
Its: President

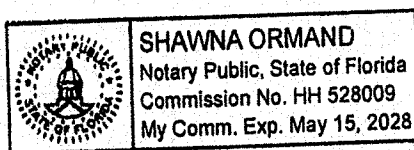
CHRIS PODSKANWA
(Witness Print name Chris Podskanwa)
Address: 12950 Bearpaw Pl
Jax, FL 32246

Attest By

[Signature]
By: Dominick Trullo
Its: Secretary

STATE OF FLORIDA)
COUNTY OF DUVAL)

The foregoing instrument was acknowledged before me [x] by physical presence or [] by online notarization, this 15th day of October 2024, by Melissa Esposito, as President for the Bartram Park West Homeowners' Association, Inc., a Florida not-for-profit corporation, on behalf of the corporation, who () is personally known to me or provided () _____ as identification, and who did take an oath.



Shawna Ormand
(Print Name Shawna Ormand)
NOTARY PUBLIC, State of Florida
At Large.
Commission No. _____
My Commission Expires: _____