### CERTIFICATE OF AMENDMENT TO BYLAWS OF

### AMERICAN CONDOMINIMUM PARKS-ZEPHYRHILLS, A CONDOMINIUM ASSOCIATION, INC.

WE HEREBY CERTIFY that the attached amendments to the Bylaws of American Condominimum Parks-Zephyrhills, A Condominium Association, Inc., as described in O.R. Book 1419 at Page 1121 of the Official Records of Pasco County, Florida were duly approved as required by said Bylaws at a meeting of the members held on March 15, 1993, in the manner prescribed by said Bylaws.

IN WITNESS WHEREOF, we have affixed our hands this 12 day of April, 1993, at Pasco County, Florida

AMERICAN CONDOMINIMUM PARKS-ZEPHYRHILLS A CONDOMINIUM ASSOCIATION, INC.

Witnesses:

Signature illegible

Marilyn Davis

By: William W. Davis, President

Attest: George M. Schipper, Secretary

STATE OF FLORIDA COUNTY OF PASCO

The forgoing instrument was acknowledged before me this 12 day of April, 1993, by William W. Davis, and George M. Schipper, to me known to be the President and Secretary, respectively, of American Condominimum Parks-Zephyrhills, A Condominium Association, Inc., who are personal known to me or who have produced \_\_\_\_\_\_ as identification; and who did (did not) take an oath. If no type of identification is indicated, the above-named persons is/are personally known to me.

Dorothy M. Wade Notary Public, State of Florida

My Commission expires July 2, 1990

O.R. 3138 PG 0055

## ADOPTED AMENDMENTS TO THE BYLAWS AMERICAN CONDOMINIMUM PARKS - ZEPHYRHILLS A CONDOMINIUM ASSOCIATION, INC.

Additional text is shown by <u>underlining</u> Deleted text is shown by strike through

### MEMBERS' MEETINGS

- 2.3 NOTICE OF MEMBERS' MEETINGS Notice of the annual meeting shall be sent to each unit owner by United States Mail, or hand delivered, at least 14 days prior to the annual meeting. A post office certificate, or signed receipt in the case of hand delivery of the notice, shall be obtained and retained as proof of such mailing notice. Written notice of the meeting shall also be posted in a conspicuous place on the Condominium property at least 14 continuous days prior to the annual meeting.
- 2.4 <u>NOTICE OF BUDGET MEETINGS</u> The Board of Administration/ Directors shall also mail <u>or hand-deliver</u> a meeting notice and copies of the proposed annual budget of common expenses to the unit owners not less than 30 14 days prior to the meeting at which the budget will be considered.
- 2.7 <u>NOTICE OF OTHER SPECIAL MEETINGS -</u> Notice of other special meetings not covered above shall be in writing and mailed <u>or hand-delivered</u> to each member, <u>and if mailed</u>, <u>by</u> first class, postage pre-paid, not less than 10 days prior to the meeting.

Substantial Revision of Text. See existing section for current provisions.

### 3. BOARD OF ADMINISTRATION/DIRECTORS

3.9 TERM OF BOARD MEMBERS - In order to provide for continuity of experience, the Board Members shall be elected to staggered terms of two years each. Beginning with the 1994 Annual Meeting, two directors shall be elected to serve initial one-year terms, and three directors shall be elected to serve initial two-year terms. The three candidates receiving the highest number of votes shall serve the two-year terms. If the Developer is still allowed to appoint one person to the Board, that person shall be appointed to fill one of the initial one-year terms. Thereafter, all Board Members shall be elected, or appointed by the Developer if appropriate, to serve two-year terms.

O.R. 3138 PG 0056

### RESOLUTION AMENDING BYLAWS OF AMERICAN CONDOMINIUM PARKS-ZEPHYRHILLS, A CONDOMINIUM ASSOCATION, INC.

WHEREAS, The Bylaws of American Condominium Parks - Zephyrhills, a Condominium Association, Inc. were recorded on June 26, 1985 in Official Record Book 1419, Pages 1121 through 1141 of the Public Records of Pasco County, Florida; and

WHEREAS, Certificates and/or Resolutions amending the Bylaws of American Condominium Parks - Zephyrhills, a Condominium Association, Inc. were recorded on April 7, 1988 in O.R. Book 1695, Page 49; on May 5, 1992 in O.R. Book 3026, Page 250; on April 15, 1993 in O.R. Book 3138, Page 55; on May 22, 1998 in O.R. Book 3938, Page 1163; and on May 14, 2007 in O.R. Book 7496, Page 1644, Public Records of Pasco County, Florida; and

WHEREAS, a majority of the voting interests of the membership of American Condominium Parks - Zephyrhills, a Condominium Association, Inc. has approved an additional amendment to the Bylaws of American Condominium Parks - Zephyrhills, a Condominium Association, Inc. as set forth herein at a noticed meeting at which the amendment was considered.

NOW, THEREFORE, it is hereby resolved as follows:

- 1. Section 2.2A of the Bylaws of American Condominium Parks Zephyrhills, a Condominium Association, Inc. which is contained in a Certificate (of Amendment) recorded on April 7, 1988 in O.R. Book 1695, Page 49, of the Public Records of Pasco County, Florida is hereby rescinded.
- 2. Membership meetings shall hereafter be held in accordance with Section 2 of the original Bylaws of American Condominium Parks Zephyrhills, a Condominium Association, Inc. recorded June 26, 1985 in O.R. Book 1419, Pages 1121 through 1141, of the Public Records of Pasco County, Florida.

The Board of Directors of American Condominium Parks - Zephyrhills, a Condominium Association, Inc., by and through its undersigned president and secretary, certifies that this Resolution was approved by the affirmative vote of a majority of the voting interests of American Condominium Parks - Zephyrhills, a Condominium Association, Inc. at the annual membership meeting held March 15, 2010.

Witness: George M. Schipper By: Robert G. Snyder, President

Witness: Pauline C. Breton By: Paul Stakun, Secretary

### STATE OF FLORIDA COUNTY OF PASCO

The foregoing instrument was acknowledge before me on this 14th day of April, 2010, by Robert G. Snyder, as President of the Board of Directors and Paul Stakun, as Secretary of the Board of Directors of American Condominium Parks - Zephyrhills, a Condominium Association, Inc., who are personally known to me.

Frances L. Day Notary Public

My Commission Expires May 17, 2010

O.R. 8312 PG 1569 2 OF 2

### EXHIBIT 1 BYLAWS

OF

## A CONDOMINIUM ASSOCIATION, INC.

- 1. IDENTITY These are the Bylaws of AMERICAN CONDOMINIMUM PARKS-ZEPHYRHILLS, A CONDOMINIUM ASSOCIATION, INC., a non-profit Florida corporation formed for the purpose of administering AMERICAN CONDOMINIMUM PARKS-ZEPHYRHILLS, A CONDOMINIUM, which is located at Zephyrhills, Florida, upon the lands described in the Declaration of Condominium. (The corporation shall hereafter be referred to as the Association).
- 1.1 OFFICE The office of the Association shall be at the Condominium.
- 1.2 FISCAL YEAR The fiscal year of the Association shall be the calendar year. [Handwritten insert follows:] Changed to April 1 to March 31.

  Recorded 3/24/87. O.R. 3026 page 0249
- 1.3 SEAL The seal of the Association shall bear the name of the Association, the word "Florida", and the year of establishment.
  - 2. MEMBERS' MEETINGS
- 2.1 ANNUAL MEMBERS' MEETINGS shall be held at the Condominium or as such other convenient location as may be determined by the Board of Administration/Directors, at such hour and upon such date each year as may be determined by the Board, for the purpose of electing Directors and of transacting any business authorized to be transacted by the members.

- 2.2 SPECIAL MEMBERS' MEETINGS shall be held whenever called by the President, Vice President, or by a majority of the Board of Administration/ Directors, and when called by written notice from ten (10) percent of the entire membership. As to the meeting required when unit owners other than the Developer are entitled to elect a member or members of the Board of Administration/Directors, the meeting may be called and notice given by any unit owner if the Association fails to do so.
- 2.3 NOTICE OF MEMBERS' MEETINGS Notice of the annual meeting shall be sent to each unit owner by United States mail at least 14 days prior to the annual meeting. A post office certificate of mailing shall be obtained and retained as proof of such mailing. Written notice of the meeting shall also be posted in a conspicuous place on the Condominium property at least 14 days prior to the annual meeting.
- 2.4 The Board of Administration/Directors shall also mail a meeting notice and copies of the proposed annual budget of common expenses to the unit owners not less than 30 days prior to the meeting at which the budget will be considered.
- 2.5 Notice of a special meeting to elect a director or directors from the unit owners other than the Developer is specified in Bylaw 3.7.
- 2.6 Notice of a special meeting called by the Board at the written request of ten (10) percent of the owners because of a budget exceeding 115% of that of the preceding year requires not less than 10 days' written notice to each unit owner.

- 2.7 Notice of other special meetings not covered above shall be in writing and mailed to each member first class, postage pre-paid not less than 10 days prior to the meeting.
- 2.8 All notice of meetings shall state clearly and particularly the purpose or purposes of the meeting.
- 2.9 A QUORUM at members' meetings shall consist of a majority of the voting interests of the Association. The joinder of a member in the action of a meeting by signing and concurring in the minutes thereof shall constitute the presence of such member for the purpose of determining a quorum. Decisions made by a majority of the voting interests represented at a meeting at which a quorum is present shall be binding and sufficient for all purposes except an amendment to the Condominium Documents or such other decision as may be by law or said Documents require a larger percentage in which case the percentage required in the Documents or law shall govern.
- 2.10 EACH UNIT shall have one indivisible vote. If multiple owners cannot agree on the vote, it will not be counted.
- 2.11 PROXIES Votes may be cast in person or by proxy.

  Proxies shall be in writing, signed and dated and shall be valid only for the particular meeting designated therein or an adjournment thereof and must be filed with the Secretary before or at the appointed time of the meeting.
- 2.12 APPROVAL OR DISAPPROVAL of a unit upon any matter, whether or not the subject of an Association meeting, shall be subject to 2.10 above.

2.13 ADJOURNED MEETINGS - If any meeting of members cannot be organized because a quorum has not attended, the voting interests that are present, either in person or by proxy, may adjourn the meeting from time to time until a quorum is present without additional notice to members.

2.14 THE ORDER OF BUSINESS AT ANNUAL MEMBERS' MEETINGS, and, as far as applicable at all other members' meetings, shall be:

- (a) Election of Chairman of the meeting, unless the President or Vice President of the Association is present when he (or she) shall preside.
- (b) Calling of the roll and certifying of proxies.
- (c) Proof of Notice of meeting or waiver of notice.
- (d) Reading and disposal of any unapproved minutes.
- (e) Reports or Officers and Directors.
- (f) Reports of Committees.
- (g) Election of Directors.
- (h) Unfinished business.
- (i) New business.
- (j) Adjournment.

### 3. BOARD OF ADMINISTRATION/DIRECTORS

3.1 MEMBERSHIP - The affairs of the Association shall be managed initially by a Board of three Administration/Directors selected by the Developer. Boards elected subsequent to the time members other than the Developer are entitled to elect a majority of the Administration/Directors shall be composed of any odd number of

Administration/Directors that the owners may decide. Other than Administration/ Directors selected by the Developer, each Administration/Director shall be a person entitled to cast a vote in the meetings of the Association. The Developer shall be entitled to select at least one Administration/Director as long as it holds at least 5% of the units that will ultimately be operated by the Association for sale in the ordinary course of business.

- 3.2 DESIGNATION OF ADMINISTRATION/DIRECTORS shall be in the following manner:
- 3.3 Members of the Board of Administration/Directors except those selected by the Developer shall be elected by a majority of those present and voting at the annual meeting of the members of the Association or at a special meeting called for pursuant to Paragraph 3.7 under F.S. 718.301.
- 3.4 Except as to vacancies provided by removal or Administration/Directors by members, vacancies in the Board of Administration/Directors occurring between annual meetings of members shall be filled by a majority vote of the remaining Administration/Directors.
- 3.5 Any Administration/Director except those selected by the Developer, may be removed with or without cause by concurrence of a majority of the voting interests of the Association, either by written agreement or at a special meeting of the members called for that purpose either by a majority of the Board of Administration/ Directors or by 10% of the voting interests. The vacancy in

O.R 1419 pg 1125

the Board of Administration/Directors so created shall be filled by the voting interests of the Association at the same meeting.

- percent (15%) or more of the units that will be operated ultimately by the Association, the unit owners other than the Developer shall be entitled to elect not less than one-third of the members of the Board of Administration/Directors of the Association. Unit owners other than the Developer shall be entitled to elect not less than a majority of the members of the Board of Administration/Directors three years after 50% of the units that will be operated ultimately by the Association have been conveyed to purchasers, or three (3) months after 90% of the units that will be operated ultimately by the Association have been conveyed to purchasers, or when all of the units that will be operated ultimately by the Association have been completed and some of them have been sold and none of the others are being offered for sale by the Developer in the ordinary course of business, or when some of the units have been conveyed to purchasers, and none of the others are being constructed or offered for sale by the Developer in the ordinary course of business, which ever shall first occur.
- 3.7 Within 60 days after unit owners other than the Developer are entitled to elect a member or members of the Board of Administration/Directors, the Association shall call and give not less than 30 or more than 40 days' notice of a meeting of the unit owners for this purpose. The meeting may be called and notice given by any owner if the Association fails to do so.

O.R. 1419 pg 1126

- 3.8 Prior to or not more than 60 days after unit owners other than the Developer elect a majority of the members of the Board of Administration/ Directors of the Association, the Developer shall relinquish control of the Association and shall deliver to the Association all property of the unit owners and of the Association held by or controlled by the Developer, as specified in F.S. 718.301.
- 3.9 THER TERM OF EACH ADMINISTRATION/DIRECTOR'S SERVICE shall extend until the next annual meeting of the members and thereafter until his successor is duly elected and qualified or until he is removed in the manner elsewhere provided. Provided, however, that in order to provide a continuity of experience, the members at any annual meeting after the Developer has relinquished control of the Association may vote to give up to one-half of the Board members' terms of two years so that a system of staggered terms will be initiated.
- 3.10 THE ORGANIZATION MEETING of the newly elected Board of Administration/Directors shall be held at such place and time as shall be fixed by the Administration/Directors, provided a quorum shall be present.
- 3.11 REGULAR MEETINGS OF THE BOARD OF
  ADMINISTRATION/DIRECTORS may be held at such time and place as shall be
  determined from time to time, by a majority of the Administration/Directors, but not less
  than quarterly. Notice of regular meetings shall be given to each Administration/Director
  personally or by mail,

# ADOPTED AMENDMENT TO BY-LAWS AMERICAN CONDOMINIMUM PARK - ZEPHYRHILLS A CONDOMINIUM ASSOCIATION, INC.

Article 3.9 of the By-Laws is amended to add the following subparagraph thereto; no current language is changed; see current provision for present text; additions indicated by underlining:

3.9(a) Term Limits for Directors.

No director shall serve more than two (2) consecutive two (2) year terms. Should any director serve two (2) consecutive two (2) year terms, said person shall not be eligible to serve as a director again for a term of two (2) years.

O.R 3938 PG 1165



STATE OF FLORIDA	)
COUNTY OF PASCO	)
BEFORE ME, the u	ndersigned authority, personally appeared William J. Baylis,
and Dorothy Burns, to me	known to be the President and Secretary, respectively, of
AMERICAN CONDOMINII	MUM PARKS-ZEPHYRHILLS, A CONDOMINIMUM
ASSOCIATION, INC., and	they jointly and severally acknowledged before me that they
freely and voluntarily exec	uted the same as such officers, under authority vested in
them by said corporation.	They are personally known to me or have produced
and	(type of identification) as identification. If no type of
identification is indicated, t	the above-named persons are personally known to me.
WITNESS my hand	and official seal in the County and State last aforesaid, this
1st day of May, 1998.	
	Gordon W. Parks

Notary Public

My commission expires: October 14, 2000.

OR 3938 PG 1164

# CERTIFICATE OF AMENDMENT TO THE BYLAWS OF AMERICAN CONDOMINIMUM PARKS-ZEPHYRHILLS, A CONDOMINIMUM ASSOCIATION, INC.

## AN EXHIBIT TO THE DECLARATION OF CONDOMINIMUM FOR AMERICAN CONDOMINIMUM PARKS-ZEPHRYHILLS, A CONDOMINIMUM

WE HEREBY CERTIFY THAT the attached amendments to the Bylaws of American Condominimum Parks-Zephyrhills, A Condominium Association, Inc., and Exhibit to the Declaration of Condominium as described in Official Records Book 1425, Page 1153 and Page 1176, were duly appended in the manner required by the Declaration at a duly called meeting held March 16, 1998.

IN WITNESS WHEREOF, we have affixed our hands this 1st day of May, 1998, at Pasco County, Florida.

AMERICAN CONDOMINIMUM PARKS-ZEPHYRHILLS, A CONDOMINIMUM ASSOCIATION, INC.

(SEAL)

William J. Baylis, President

ATTEST:

By: Dorothy Burns, Secretary

OR 3938 PG 1163

telephone or telegraph, at least three (3) days prior to the day named for such meeting.

3.12 SPECIAL MEETING OF THE ADMINISTRATION/
DIRECTORS MAY BE called by the President and must be called by the Secretary at the written request of one-third of the Administration/Directors. Not less than three (3) days' notice of the meeting shall be given personally or by mail, telephone or telegraph, which notice shall state the time, place and purpose of the meeting, except in an emergency,

- 3.13 WAIVER OF NOTICE Any Administration/Director may waive notice of a meeting before, at or after the meeting and such waiver shall be deemed equivalent to the giving of notice.
- 3.14 MEETINGS OF THE BOARD OF ADMINISTRATION/
  DIRECTORS shall be open to all unit owners to attend and listen but not be heard or
  participate (unless a majority of the Administration/Directors consent thereto) and notice
  of meetings shall be posted conspicuously on the Condominium property forty-eight (48)
  hours in advance for the attention of unit owners except in an emergency.
- 3.15 A QUORUM AT ADMINISTRATION/DIRECTORS' meetings shall consist of a majority of the entire Board of Administration/Directors. The acts approved by a majority of those present at a meeting at which a quorum is present shall constitute the acts of the Board. If at any meeting of the Board there be less than a quorum present, the majority of those present may adjourn the meeting from time to time until a quorum is present. At any adjourned

meeting any business which might have been transacted at the meeting as originally called may be transacted without further notice.

- 3.16 THE PRESIDING OFFICER at Administration/Directors' meetings shall be the President of the Board if such an officer has been elected; and if none, then the Vice President shall preside. In the absence of the presiding officer, the Administration/Directors present shall designate one of their number to preside.
- 3.17 ADMINISTRATION/DIRECTORS SHALL SERVE WITHOUT PAY, but shall be entitled to reimbursement for expenses reasonably incurred.
- 4. POWERS AND DUTIES OF THE BOARD OF ADMINISTRATION/DIRECTORS All of the powers and duties of the Association existing under the Condominium Act, Declaration of Condominium, and these Bylaws shall be exercised exclusively by the Board of Administration/Directors, or its duly authorized agents, contractors or employees subject only to the approval by unit owners when such is specifically required. Such powers and duties of the Administration/Directors shall include but shall not be limited to the following:
- 4.1 TO MAKE AND COLLECT ASSESSMENTS AGAINST members to defray the costs of the Condominium.
- 4.2 TO USE THE PROCEEDS OF ASSESSMENTS in the exercise of its powers and duties.
- 4.3 THE MAINTENANCE, REPAIR, REPLACEMENT AND OPERATION of the Condominium property.
- 4.4 THE RECONSTRUCTION OF IMPROVEMENTS AFTER CASUALTY and the further improvement of the property.

O.R. 1419 pg 1129

- 4.5 TO APPROVE OR DISAPPROVE PROPOSED TRANSACTIONS in the manner provided by the Condominium Declaration.
- 4.6 TO ENFORCE by legal means the provision of applicable laws, the Condominium Documents.
  - 4.7 TO CONTRACT FOR MANAGEMENT of the Condominium.
- 4.8 TO PAY TAXES AND ASSESSMENTS which are liens against any part of the Condominium other than individual units and the appurtenances thereto, and to assess the same agains the unit subject to such liens.
- 4.9 TO CARRY INSURANCE for the protection of the unit owners and the Association against casualty and liabilities.
- 4.10 TO PAY THE COST OF ALL POWER, WATER, SEWER and other utility services rendered to the Condominium and not billed to owners of individual units.
- 4.11 TO EMPLOY PERSONNEL and designate other officers for reasonable compensation and grant them such duties as seem appropriate for proper administration of the purposes of the Association.
- 4.12 TO BRING SUIT, EXECUTE CONTRACTS, DEEDS, MORTGAGES, LEASES and other instruments by its officers and to own, convey and encumber real and personal property. All contracts must have reasonable term and termination provisions.
- 4.13 TO THE EXTENT PERMITTED BY LAW to grant permits, licenses and easements over the common elements for utilities, roads and other purposes reasonably necessary or useful for the proper operation and maintenance of the Condominium.

- 4.14 THE ADMINISTRATION/DIRECTORS MAY, pursuant to F.S. 617.10(3) impose fines in such reasonable sums as they deem appropriate, not to exceed \$150.00, against unit owners for violations of the Condominium Documents, including the Rules and Regulations, by owner(s) or their guests or lessees. No fine shall be imposed until the owner(s) has been given a hearing before the Board.
- 4.15 TO APPOINT COMMITTEES including executive and nominating whose members shall serve at the pleasure of the Board.

### OFFICERS

- 5.1 THE EXECUTIVE OFFICERS of the Association shall be the President, a Vice President, a Secretary, an Assistant Secretary, and a Treasurer, all of whom shall be elected annually by and from the Board of Administration/Directors and who may be peremptorily removed by a majority vote of the Administration/Directors at any meetings. Any person may hold two or more offices except that the President shall not also be the Secretary or Assistant Secretary.
- 5.2 THE PRESIDENT shall be the chief executive officer of the Association. He shall have all of the powers and duties which are usually vested in the office of President of a corporation.
- 5.3 THE VICE PRESIDENT shall in the absence or disability of the President exercise the powers and perform the duties of the President. He shall also generally assist the President and exercise such other powers and perform such other duties as shall be prescribed by the Administration/Directors.

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- 4.15 TO APPOINT COMMITTEES including executive and nominating whose members shall serve at the pleasure of the Board.

### OFFICERS

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- 5.2 THE PRESIDENT shall be the chief executive officer of the Association. He shall have all of the powers and duties which are usually vested in the office of President of a corporation.
- 5.3 THE VICE PRESIDENT shall in the absence or disability of the President exercise the powers and perform the duties of the President. He shall also generally assist the President and exercise such other powers and perform such other duties as shall be prescribed by the Administration/Directors.

### CERTIFICATE

I, Bobby G. Baker, being the duly elected Vice President of American Condominimum Parks-Zephyrhills, a Condominium Association, Inc., do hereby certify that certain amendments were made to the Bylaws of American Condominimum Parks-Zephyrhills, a Condominium Association, Inc., at duly called meetings of the membership of American Condominimum Parks-Zephyrhills, a Condominium Association, Inc. Those amendments are as follows:

At a meeting of the membership of American Condominimum Parks-Zephyrhills, a Condominium Association, Inc., held on March 24, 1987, the Bylaws were amended as follows:

- 1.2 Fiscal Year: The fiscal year of the Association shall be April 1 to March 31. At a meeting of the membership of American Condominimum Parks-Zephyrhills, a Condominium Association, Inc., held on March 29, 1988, the Bylaws were amended as follows:
  - 7.11 Collection-Interest: Application of Payments.

Assessments paid on or before ten (10) days shall not bear interest, but all sums not paid on or before ten (10) days shall be subject to a late charge of \$2.00. All payments upon account shall be first applied to late charges and then to the assessment payment first due. All late charges collected shall be credited to the common expense account.

At an annual membership meeting of American Condominimum Parks-Zephyrhills, a Condominium Association, Inc., on March 29, 1988, the Bylaws of Association were amended as follows:

Page BL-11 embodying Bylaw 4.14 through the end of Bylaw 5.3 recorded at O.R. 1419 Page 1131 of the recorded official records of Pasco County, Florida, was deleted.

THIS CERTIFICATE IS BEING RE-RECORDED TO CORRECT DATE OF THE ANNUAL MEMBERSHIP MEETING OF AMERICAN CONDOMINIMUM, INC.

I, Bobby G. Baker, as Vice President of American Condominimum Parks-Zephyrhills, a Condominium Association, Inc., do hereby set my hand and the seal of Corporation to this certificate this May 5th, 1992.

Signed and sealed

in the presence of

**Dorothy Wade** 

Bobby G. Baker, Vice President

Richard Gage

State of Florida

County of Pasco

The undersigned, Bobby G. Baker, personally known to me to be Vice President of American Condominimum Parks-Zephyrhills, a Condominium Association, Inc., appeared before me and signed and acknowledged the execution of the foregoing certificate this 5th day of May, 1992.

J. D. Garber

**Notary Public** 

My commission expires Feb. 3, 1996

O.R. 3026 PG 0250

O.R. 3022 PG 0322

- 5.4 THE SECRETARY shall keep the minutes of all proceedings of the Administration/Directors and the members. He shall attend to the giving and serving of all notices to the members and Administration/Directors and other notices required by law. He shall have custody of the seal of the Association and affix the same to instruments requiring a seal when duly signed. He shall keep the records of the Association, except those of the Treasurer, and shall perform all other duties incident to the office of Secretary of the Association and as may be required by the Administration/Directors or the President. The Assistant Secretary will perform the duties of the Secretary when the Secretary is absent.
- 5.5 THE TREASURER shall have custody of all property of the Association, including funds, securities and evidences of indebtedness. He shall keep the assessment rolls and accounts of the members; he shall keep the books of the Association in accordance with good accounting practices; and he shall perform all other duties incident to the office of the Treasurer of a corporation.
- 5.6 THE COMPENSATION of all officers and employees of the Association shall be fixed by the Administration/Directors. This provision shall not preclude the Board of Administration/Directors from employing an Administration/Director as an employee of the Association or preclude the contracting with an Administration/Director for the management of the Condominium.
- 5.7 INDEMNIFICATION Every Administration/Director of the Association shall be indemnified by the Association against

all expenses and liabilities, including counsel fees, reasonably incurred or imposed upon him in connection with any proceedings to which he may be a party, or in which he may become involved by reason of his being or having been an Administration/Director of the Association, or any sittlement thereof, whether or not he is an Administration/Director at the time such expenses are incurred, except in cases wherein the Administration/Director is adjudged guilty of nonfeasance, misfeasance or malfeasance in the performance of his duties, or shall have breached his fiduciary duty to the members of the Association. Provided, however, that the Association shall not be liable for payment of a voluntary settlement unless it is first approved by the Board of Administration/Directors.

- 6. MINUTES OF ALL MEETINGS OF UNIT OWNERS and of the Board of Administration/Directors shall be kept in a businesslike manner and these plus records of all receipts and expenditures and all other records shall be available for inspection by unit owners and Board members at all reasonable times.
- 7. FISCAL MANAGEMENT Shall be in accordance with the following provisions:
- 7.1 BUDGET A proposed annual budget of common expenses shall be prepared by the Board of Administration/Directors which shall include all anticipated expenses for operation, maintenance and administration of the Condominium including insurance, management fees, if any, and a reserve for deferred maintenance per F.S. 718.112(1984) unless waived by the owners. It will contain a

reasonable allowance for contingencies, and provide funds for all unpaid operating expense previously incurred.

- 7.2 A copy of the proposed annual budget shall be mailed to the unit owners not less than fourteen days prior to a meeting of the owners at which the budget will be considered together with a notice of the meeting. Should a quorum fail to be present or represented at the meeting or fail to adopt the budget presented or a revised budget, then and in that event the Administration/Directors shall have the authority to adopt a budget. The proposed annual budget shall be adopted pursuant to F.S. 718.112(e).
  - 7.3 The first budget shall be made by the Developer.
- 7.4 ASSESSMENTS The shares of the unit owners of the common expenses shall be made payable monthly in advance and shall become due on the first day of each month. The amounts shall be no less than are required to provide funds in advance for payment of all the anticipated operating expenses, the reserves, unless waived, and for all of the unpaid operating expense previously incurred.
- 7.5 EMERGENCY ASSESSMENTS Assessments for the expenses of emergencies which cannot be paid from the contingency account shall be made only by the Board of Administration/Directors and the time of payment shall likewise be determined by them.
- 7.6 ASSESSMENT ROLL The assessments for common expenses according to the budget shall be set forth upon a roll of the units which shall be available for inspection at all reasonable times by unit owners. Such roll shall indicate for each unit the

name and address of the owner, the assessments paid and unpaid. A certificate made by a duly authorized representative of the Administration/Directors as to the status of a unit's account may be relied upon for all purposes for any person for whom made other than the unit owner.

- Iiable for all assessments coming due while he is the owner of a unit, and such owner and his grantees after a voluntary conveyance, shall be jointly and severally liable for all unpaid assessments due and payable up to the time of such voluntary conveyance. Provided, however, that a first mortgagee who acquires title by foreclosure or deed in lieu of foreclosure shall not be liable for unpaid assessments of prior owners unless they are evidenced by a lien recorded prior to the mortgage. Such liability may not be avoided by waiver of the use or enjoyment of any common elements, except water, sewer and trash pickup, or by abandonment of the unit for which the assessments are made, per Florida Statute 718.116.
- 7.8 LIEN FOR ASSESSMENTS The unpaid portion of an assessment which is due together with interest thereon and reasonable attorney's fees for collection, shall be secured by a lien upon:
- 7.9 THE UNIT, and all appurtenances thereto when a notice claiming the lien has been recorded by the Association in accordance with the requirements of Florida Statute 718.116. Such lien shall be subordinate to any prior recorded mortgage on the unit.
  - 7.10 ALL TANGIBLE PERSONAL PROPERTY located in the

### RESOLUTION AMENDING BYLAWS OF AMERICAN CONDOMINIMUM PARKS - ZEPHYRHILLS, A CONDOMINIUM ASSOCIATION, INC.

WHEREAS, the Bylaws of American Condominium Parks, Zephyrhills, a Condominium Association ("Association") were recorded in Official Record Book 1419, Pages 1121 through 1141 of the Public Records of Pasco County, Florida; and

WHEREAS, A Certificate amending Section 7.11 of the above-recorded Bylaws was recorded in Official Record Book 3026, Page 249 of the Public Records of Pasco County, Florida; and

WHEREAS, a majority of the voting interests of the entire membership has approved an amendment to the Bylaws as set forth herein at a noticed meeting which the amendment was considered.

NOW, THEREFORE, it is herby resolved that section 7.11 of the Bylaws of American Condominium Parks - Zephyrhills, a Condominium Association, Inc. is amended as follows:

7.11 Collection - Interest. Application of Payments Assessments paid on or before ten (10) days shall not bear interest, but all sums not paid on or before tens day shall be subject to a late charge of \$10.00 per month. All payments upon account shall be first applied to the late charges and then to the assessment payment first due. All late charges collected shall be credited to the common expense account.

The board of directors of the Association, by and through its undersigned president and secretary, certifies the above amendment was approved on March 19, 2007 by a majority of the voting interests of the Association.

AMERICAN CONDOMINIUM PARKS - ZEPHYRHILLS, A CONDOMINIUM ASSOCIATION, INC.

Frances L. Day

By: Gerry Novak, President 5/11/07

Witness

Frances L. Day By: Julie Knox, Secretary 5/11/07

Witness

STATE OF FLORIDA COUNTY OF PASCO

The foregoing instrument was acknowledge before me on the 11 day of May, 2007, by Gerry Novak, as President of the Board of Directors and Julie Knox, as Secretary of the Board of Directors of American Condominium Parks-Zephyrhills, a Condominium, Inc., who are personally known to me.

Frances L. Day Notary Public

My Commission Expires May 17, 2010 BL - 26

### CERTIFICATE

I, Bobby G. Baker, being the duly elected Vice President of American Condominimum Parks-Zephyrhills, a Condominium Association, Inc., do hereby certify that certain amendments were made to the Bylaws of American Condominimum Parks-Zephyrhills, a Condominium Association, Inc., at duly called meetings of the membership of American Condominimum Parks-Zephyrhills, a Condominium Association, Inc. Those amendments are as follows:

At a meeting of the membership of American Condominimum Parks-Zephyrhills, a Condominium Association, Inc., held on March 24, 1987, the Bylaws were amended as follows:

1.2 Fiscal Year: The fiscal year of the Association shall be April 1 to March 31. At a meeting of the membership of American Condominimum Parks-Zephyrhills, a Condominium Association, Inc., held on March 29, 1988, the Bylaws were amended

7.11 Collection-Interest: Application of Payments.
Assessments paid on or before ten (10) days shall not bear interest, but all sums not paid on or before ten (10) days shall be subject to a late charge of \$2.00. All payments upon account shall be first applied to late charges and then to the assessment payment first due. All late charges collected shall be credited to the common expense account.

At an annual membership meeting of American Condominimum Parks-Zephyrhills, a Condominium Association, Inc., on March 29, 1988, the Bylaws of Association were amended as follows:

as follows:

Page BL-11 embodying Bylaw 4.14 through the end of Bylaw 5.3 recorded at O.R. 1419 Page 1131 of the recorded official records of Pasco County, Florida, was deleted.

THIS CERTIFICATE IS BEING RE-RECORDED TO CORRECT DATE OF THE ANNUAL MEMBERSHIP MEETING OF AMERICAN CONDOMINIMUM, INC.

O.R. 3026 PG 0249 O.R. 3022 PG 0321

I, Bobby G. Baker, as Vice President of American Condominimum Parks-Zephyrhills, a Condominium Association, Inc., do hereby set my hand and the seal of Corporation to this certificate this May 5th, 1992.

Signed and sealed

in the presence of

**Dorothy Wade** 

Bobby G. Baker, Vice President

Richard Gage

State of Florida

County of Pasco

The undersigned, Bobby G. Baker, personally known to me to be Vice President of American Condominimum Parks-Zephyrhills, a Condominium Association, Inc., appeared before me and signed and acknowledged the execution of the foregoing certificate this 5th day of May, 1992.

J. D. Garber

**Notary Public** 

My commission expires Feb. 3, 1996

O.R. 3026 PG 0250

O.R. 3022 PG 0322

unit except that such lien shall be subordinate to prior liens and security interests of record.

### 7.11 COLLECTION - INTEREST: APPLICATION OF

PAYMENTS - Assessments paid on or before ten (10) days shall not bear interest, but all sums not paid on or before ten (10) days shall bear interest at the rate of 18% per annum from date due until paid. All payments upon account shall be first applied to interest and then to the assessment payment first due. All interest collected shall be credited to the common expense account.

7.12 COLLECTION — SUIT - The Association, at its option may enforce collection of delinquent assessment accounts by suit at law or by foreclosure of the lien securing the assessments, or by any other remedy available under the laws of the State of Florida, and in any event the Association shall be entitled to recover the payments which are delinquent at the time of collection, judgment or decree, together with interest thereon at the rate of 18% per annum, and all costs incident to the collection and the proceedings, including reasonable attorney's fees. Per F.S. 718.116 the Association must deliver or mail by certified mail to the unit owner a written notice of its intention to foreclose the lien 30 days before commencing foreclosure.

7.13 ACCOUNTS - All sums collected from assessments may be mingled win a single fund, but they shall be held in trust for the unit owners in the respective shares in which they are paid and shall be credited to accounts from which shall be paid the

expenses for which the respective assessments are made. These accounts shall be as follows:

- 7.14 COMMON EXPENSE ACCOUNT To which shall be credited collections of assessments for all common expenses.
- 7.15 ALTERATION AND IMPROVEMENT ACCOUNT To which shall be credited all sums collected for alteration and improvement assessments, if any.
- 7.16 CONTINGENCY ACCOUNT To which shall be credited all sums collected for contingencies and emergencies.
- 7.17 RESERVE FOR DEFERRED MAINTENANCE ACCOUNT To which shall be credited all sums collected for future maintenance of the streets and common areas of the park.
- 7.18 THE DEPOSITORY of the Association shall be such bank or banks in Pasco County, Florida, (which are members of the Federal Deposit Insurance Corporation) as shall be designated from time to time by the Administration/Directors and in which the monies of the Association shall be deposited. Withdrawal of monies from such accounts shall be only by checks signed by such persons as are authorized by the Administration/Directors.
- 7.19 AN AUDIT of the accounts of the Association shall be made anually including, but not limited to, a complete financial report of actual receipts and expenditures for the previous 12 months. A copy of the report shall be furnished to each member within 30 days after its completion and delivery to the Administration/Directors.

- 7.20 FIDELITY BONDS shall be required by the Board of Administration/Directors from all Officers and Administration/Directors of the Association who control or disburse Association funds. The amount of such bonds shall be determined by the Administration/Directors. The premiums on such bonds shall be paid by the Association.
- 8. PARLIAMENTARY RULES Roberts Rules of Order (latest edition) shall govern the conduct of corporate proceedings when not in conflict with the Declaration, the Bylaws of the Association or with the Laws of the State of Florida.
- 9. AMENDMENT Amendments to the Bylaws shall be proposed in the following manner:
- 9.1 NOTICE of the subject matter of a proposed amendment shall be included in the notice of any meeting at which a proposed amendment is considered.
- 9.2 A RESOLUTION adopting a proposed amendment must receive approval of a majority of the voting interests of the entire membership of the Association. Administration/Directors and members not present in person or by proxy at the meeting considering the amendment may express their approval in writing.
- 9.3 INITIATION An amendment may be proposed by either a majority of the Board of Administration/Directors or by ten (10%) percent of the voting interests of the Association.
- 9.4 EFFECTIVE DATE An amendment when adopted shall become effective only after being recorded according to law.

- 9.5 THESE BYLAWS shall be deemed amended, if necessary, so as to make the same consistent with the provisions of the Declaration of Condominium.
- 9.6 PROPOSAL TO AMEND EXISTING BYLAWS shall contain the full text of the Bylaws to be amended. New words shall be underlined and words to be deleted shall be lined through with hyphens. If the proposed change is so extensive that this procedure would hinder rather than assist understanding, a notation must be inserted immediately preceding the proposed amendment saying "SUBSTANTIAL REWORDING OF BYLAW. SEE BYLAW NUMBER \_\_\_\_\_\_ FOR PRESENT TEXT."
- 9.7 The methods by which the Bylaws may be amended must be consistent with the provisions of F.S. 718.112(h).

The foregoing were adopted as the Bylaws of AMERICAN CONDOMINIMUM PARKS-ZEPHYRHILLS, A CONDOMINIUM ASSOCIATION, INC., at the first meeting of the Board of Administration/Directors.

Bobby S. Baker President

This is a corrective set of bylaws of American Condominimum Parks-Zephyrhills, a Condominium Association, Inc., correcting a scriveners error in the original Bylaws of American Condominimum Parks-Zephyrhills, a Condominium Association, Inc., recorded in Official Record Book 1399, Page 0143 through 0161, Public Records of Pasco County, Florida.

