

BY-LAWS  
OF  
DEL RIO VILLAGE TOWNHOUSE HOMEOWNERS ASSOCIATION, INC.  
a corporation not for profit

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ARTICLE I.

NAME OF THE CORPORATION

The name of the corporation is DEL RIO VILLAGE TOWNHOUSE HOMEOWNERS ASSOCIATION, INC., hereinafter referred to the "Association." The principal office of the corporation shall be located at 7732 Balboa Street, Sunrise, Broward County, Florida, but meetings of members and directors may be held at such places within the State of Florida, County of Broward, as may be designated by the Board of Directors.

ARTICLE II.

DEFINITIONS

Section 1. "Association" shall mean and refer to DEL RIO VILLAGE TOWNHOUSE HOMEOWNERS ASSOCIATION, INC., its successors and assigns.

Section 2. "Properties" shall mean and refer to that certain real property described in Exhibit "A" to the Declaration of Covenants, Conditions and Restrictions and such additions thereto as may hereafter be brought within the jurisdiction of the Association.

Section 3. "Common Properties" shall mean all real property owned by the Association for the common use and enjoyment of the Owners.

Section 4. "Lot" shall mean and refer to any plot of land shown upon any recorded subdivision map of the Properties with the exception of the Common Properties.

Section 5. "Owner" shall mean and refer to the record Owner, whether one or more persons or entities of the fee simple title to any lot which is a part of the Properties, including contract sellers, but excluding those having such interest merely as security for the performance of an obligation.

Section 6. "Declarant" shall mean and refer to DEL RIO VILLAGE, a Florida partnership, its successors and assigns, if such successors or assigns should acquire more than one undeveloped lot from the Declarant for the purpose of development.

Section 7. "Declaration" shall mean and refer to the Declaration of Covenants, Conditions and Restrictions applicable to the Properties as recorded in Official Records Book , at Page , of the Public Records of Broward County, Florida.

Section 8. "Member" shall mean and refer to those persons entitled to membership as provided in the Declaration.

ARTICLE III.  
MEETING OF MEMBERS

Section 1. Annual Meeting: The first annual meeting of the Members shall be held the first Monday in Nov. and each subsequent first Monday in Nov. of each year thereafter at the hour of eight (8) o'clock P.M.

Section 2. Special Meetings: Special Meetings of the Members may be called at any time by the President or the Board of Directors, or upon written request of two thirds (2/3) of the Members who are entitled to vote.

Section 3. Notice of Meetings: Written notice of each meeting of the Members shall be given by or at the direction of the Secretary or person authorized to call the meeting by mailing a copy of such notice, postage prepaid, at least fifteen (15) days prior to such meeting to each Member entitled to vote thereat, addressed to the Member's address last appearing on the books of the Association, or supplied by such Member to the Association for purpose of notice. Such notice shall specify the place, day and hour of the meeting, and in case of a special meeting the purpose of the meeting.

Section 4. Quorum: The presence at the meeting of Members entitled to cast, or of proxies entitled to cast, one-tenth (1/10) of the votes of the total 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 a 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.

Section 5. Legal Holidays: In the event the day upon which the annual meeting, as referred to in Article III., Section 1 hereof, is a legal holiday, the meeting will be held at the same hour on the first day following which is not a legal holiday.

Section 6. Proxies: At all meetings of Members, each Member may vote in person or by proxy. All proxies shall be in writing and filed with the Secretary. Every proxy shall be revocable and shall automatically cease upon conveyance by the Member to his rights, title and interest in his lot.

ARTICLE IV.

BOARD OF DIRECTORS: SELECTION: TERM OF OFFICE:

Section 1. Number: The affairs of this Association shall be managed by a Board of three (3) directors, who need not be members of the Association.

Section 2. Term of Office: At the first annual meeting the Members shall elect three (3) directors for a term of one year. At each annual meeting thereafter the Members shall elect three (3) directors for a term of one year.

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 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.

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Section 4. Compensation: No director shall receive compensation for any service in any manner to the Association. However, any director may be reimbursed for his actual expenses incurred in the performance of his duties.

Section 5. Action Taken Without a Meeting: The directors shall have the right to take any action in the absence of a meeting which they could take at a meeting by obtaining the written approval of all the Directors. Any action so approved shall have the same effect as though taken at a meeting of the Directors.

#### ARTICLE V.

##### NOMINATION 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 prior to each annual meeting of the Members to serve from the close of such annual meeting until the close of the next annual meeting and such appointment shall be announced at each annual meeting. 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 secret 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.

#### ARTICLE VI.

##### MEETINGS OF DIRECTORS

Section 1. Regular Meetings: Regular meetings of the Board of Directors shall be held monthly without notice, 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 Meetings: 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.

Section 3. Quorum: A majority of the number of Directors shall constitute a quorum for the transaction of business. Every act and/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.

ARTICLE VII.

POWERS AND DUTIES OF THE BOARD OF DIRECTORS

Section 1. Powers: The Board of Directors shall have power to:

- (a) adopt and publish rules and regulations governing the use of the Common Properties 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 recreational facilities of a Member during any period in which such Member shall be in default in the payment of any membership dues and/or assessment levied by the Association. Such rights may also be suspended after notice and hearing for a period not to exceed the total of sixty (60) days for infraction of published rules and regulations;
- (c) exercise, in a reasonable and prudent manner commensurate with the type of improvements involved, 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; providing such absence is unexcused;
- (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 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 three-fourths (3/4) of the members who are entitled to vote;
- (b) supervise all officers, agents and employees of the Association and to see that their duties are performed properly;
- (c) as more fully provided in the Declaration, to:
  - (1) fix the amount of the annual membership dues and/or assessment against each lot at least thirty (30) days in advance of each annual assessment period;

- (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 within thirty (30) days after due 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. A reasonable charge may be made by the Board for the issuance of such 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 Properties to be maintained.

#### ARTICLE VIII.

##### OFFICERS AND THEIR DUTIES

Section 1. Enumeration of Offices: The officers of the Association shall be a President and a Vice-President, who shall at all times be members of the Board of Directors, a Secretary and Treasurer and such other officers as the Board may from time to time by resolution create. One person may be elected to the offices of Secretary and Treasurer, if the Directors so elect.

Section 2. Election of Officers: The election of officers shall take place at the first meeting of the Board of Directors following each annual meeting of the Members.

Section 3. Term: The officers of the 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 be disqualified to serve.

Section 4. Special Appointments: 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 giving written notice to the Board, the President or the Secretary. Such resignations 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.

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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 replaces.

Section 7. Multiple Offices: The offices of the Secretary 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.

Section 8. Duties: The duties of the officers are as follows:

\* President: The President shall preside at all meetings of the 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 co-sign all checks and promissory notes.

\* Vice-President: The Vice-President shall act in the place and stead of the President in the event of absence, inability or refusal to act and shall exercise and discharge such other duties as may be required of him by the Board.

\* Secretary: 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 the membership; keep appropriate current records showing the members of the Association together with their addresses and shall perform such other duties as required by the Board.

\* Treasurer: 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; cause an annual audit of the Association books to be made by a public accountant at the completion of the fiscal year and shall prepare an annual budget and a statement of income and expenditures to be presented to the membership at its regular annual meeting, and to deliver a copy of same to each member.

#### ARTICLE IX.

#### COMMITTEES

The Association shall appoint an Architectural Control Committee as provided in the Declaration, and a Nominating Committee, as provided for in the By-Laws. In addition, the

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Vice-President: The Vice-President shall act in the place and stead of the President in the event of absence, inability or refusal to act and shall exercise and discharge such other duties as may be required of him by the Board.

Secretary: 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 the membership; keep appropriate current records showing the members of the Association together with their addresses and shall perform such other duties as required by the Board.

Treasurer: 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; cause an annual audit of the Association books to be made by a public accountant at the completion of the fiscal year and shall prepare an annual budget and a statement of income and expenditures to be presented to the membership at its regular annual meeting, and to deliver a copy of same to each member.

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Board of Directors shall employ such committees as deemed appropriate for carrying out its purpose.

ARTICLE X.

BOOKS AND RECORDS

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, 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 a reasonable cost.

ARTICLE XI.

ASSESSMENTS

As more fully provided in the Declaration, each Member is obligated to pay to the Association annual or monthly membership dues and annual and special assessments 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 thirty (30) days after the due date, the assessment shall bear interest from the date of delinquency, at the rate of nine (9%) percent per annum 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 each such assessment. No Owner may waive, or otherwise escape liability for the assessments provided for herein by non-use of the Common Properties or abandonment of his lot.

ARTICLE XII.

CORPORATE SEAL

The Association shall have a seal in a circular form having within its circumference the words: "DEL RIO VILLAGE TOWNHOUSE HOMEOWNERS ASSOCIATION, INC."

ARTICLE XIII.

AMENDMENTS

Section 1. 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

The fiscal year of the Association shall begin on the first day of *NOV.* and end on the *30<sup>th</sup>* day of *NOV.* of each year, except that the first fiscal year shall begin on the date of incorporation.



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IN WITNESS WHEREOF, being all of the Directors of DEL RIO VILLAGE TOWNHOUSE  
OWNERS ASSOCIATION, INC., have hereunto set our hands and seal this \_\_\_\_ day of  
\_\_\_\_\_, 1975.

Signed, sealed and delivered  
in the presence of:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_(Seal)  
\_\_\_\_\_(Seal)  
\_\_\_\_\_(Seal)

STATE OF FLORIDA )  
COUNTY OF BROWARD )

I HEREBY CERTIFY that on this date, before me, an officer, duly authorized to take  
acknowledgments, personally appeared  
to me well known to be the persons described in and who executed the foregoing instrument  
and they acknowledged before me that they executed the same for the purposes therein expressed.

WITNESS my hand and official seal in the County and State last aforesaid this \_\_\_\_  
day of \_\_\_\_\_, 1975.

My Commission Expires:

\_\_\_\_\_  
Notary Public, State of Florida  
at Large

CERTIFICATION

I, the undersigned, do hereby certify:

That I am the duly elected and acting Secretary of DEL RIO VILLAGE TOWNHOUSE OWNERS  
ASSOCIATION, INC., a Florida corporation.

That the foregoing By-Laws constitute the original By-Laws of said Corporation, as duly  
adopted at a meeting of the Board of Directors thereof, held on the \_\_\_\_ day of \_\_\_\_\_, 1975.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the seal of said  
Association this \_\_\_\_ day of \_\_\_\_\_, 1975.

\_\_\_\_\_  
Secretary