Sun City Center Community Association, Inc.
1009 N. Pebble Beach Blvd.
Sun City Center, FL 33573
813-633-3500

SUN CITY CENTER COMMUNITY ASSOCIATION, INC.
A FLORIDA CORPORATION

AMENDED BYLAWS

(Last recorded on Instrument #2020288377)

I, Ron Matelski, Corporate Secretary, do hereby certify that I am the duly elected and appointed Secretary and keeper of the records and the corporate seal of the Sun City Center Community Association, Inc., a corporation organized and existing under the laws of the State of Florida, and that the attached is a true and authentic copy of the amended Sun City Center Community Association, Inc. Bylaws as of July 20, 2021.

IN WITNESS WHEREOF, I have affixed my name as Secretary and have caused the corporate seal of said corporation to be hereunto affixed, this 9th day of August, 2021.

Ron Matelski
Corporate Secretary

STATE OF FLORIDA
COUNTY OF HILLSBOROUGH

Subscribed and sworn to upon oath before me by Ron Matelski, Corporate Secretary, personally known to me, on this 9th day of August, 2021.

Carol R. Donner
Signature of Notary Public

CAROL R. DONNER
MY COMMISSION EXPIRES
JUNE 20, 2024
#HH 008333
Bonded thru
Troy Fain Insurance
NOTARY PUBLIC, STATE OF FLORIDA

SUN CITY CENTER COMMUNITY ASSOCIATION, INC.
A FLORIDA CORPORATION

AMENDED BYLAWS

PREAMBLE

The purpose of this Corporation and the means for accomplishment of this purpose are stated in Article II of the Articles of Incorporation of the Sun City Center Community Association, Inc.

Payment of dues, and the requirement contained in the "restrictive covenants" that at least one occupant of each dwelling unit must be fifty-five (55) years of age or older and that no one under eighteen (18) years of age may live in the dwelling unit for more than thirty (30) days each year are determined to be of paramount importance and benefit to all residents. The Association shall, therefore, take action as necessary to assure that such dues payment and "restrictive covenants" are applied to all dwelling units in Sun City Center, in the area described in Article IV of the Articles of Incorporation, and to enforce all other requirements and restrictions.

DEFINITIONS

1. Resident – A resident is a person who lives in Sun City Center for at least four (4) consecutive months.

2. Resident-Owner - A resident-owner is a person whose principal home for legal purposes is in Sun City Center, or who may have a legal residence in another place, but who also owns and occupies a home in Sun City Center.

3. Compensation – Compensation refers to wages, salaries, or benefits for services rendered. It does not include reimbursement for properly authorized expenses.

4. Ballot Vote – As used in these Bylaws, a ballot vote is a vote of the membership by secret ballot to be held for at least one day at designated polling place(s) which are to be open from 9:00 a.m. to 5:00 p.m. Absentee ballots are authorized. Proxy votes shall not be used.

BYLAW 1 - MEMBERSHIP

Section 1. All residents/resident-owners in the retirement portion of Sun City Center are members of the Association. Except as otherwise provided in this Bylaw, residents of areas outside the retirement portion of Sun City Center may not become members of the Association.

Non-resident owners who would qualify for membership if they were residents are also members of the Association whenever the dwelling unit owned is not occupied by defined residents. A person who does not own a dwelling unit in Sun City Center and who lives in Sun City Center for less than four (4) consecutive months per year is not considered a resident and is not eligible to be a member of the Association.

Section 2. Use of Association facilities and other privileges normal to Association membership requires that all members have all dues, fees, and assessments obligations satisfied, be in agreement with Article III of the Articles of Incorporation, and own or occupy a dwelling unit which is covered by a signed Community Association Membership Agreement.

Section 3. Residents of Lake Towers who have previously been members of the Association may continue their membership, subject to rules and conditions established by the Board of Directors (Board).

Section 4. Memberships are not transferable.

Section 5. Members shall be entitled to vote, hold office, and use Association facilities subject to the Articles of Incorporation, Bylaws and other rules and requirements of the Association.

BYLAW II - BOARD OF DIRECTORS

Section 1. There shall be nine (9) Directors, none of whom shall receive compensation for services to the Association.

Section 2. The Board shall have full power and authority to manage the affairs of the Association, subject to the Articles of Incorporation, and these Bylaws and any amendments thereto.

Section 3. The Board shall have the right to establish fees chargeable to clubs or organizations using Association facilities.

Section 4. A majority of the Board shall constitute a quorum for the transaction of business at a regular or special meeting, except that approval by a majority of the entire Board shall be required for the following matters:

(a) Financial hardship cases (Bylaw V, Section 1 of these Bylaws).

(b) Establishment of fees or other revenue producing methods.

(c) Non-member use of Association facilities (Bylaw XII, Section 3).

Section 5. Regular meetings of the Board shall be held at least once per month at a time set by the Board. All Board meetings at which a binding vote is taken on a resolution, a rule, or a formal action shall be open to attendance by any member of the Community Association.

Section 6. Vacancies on the Board shall be filled as provided in Article IX of the Articles of Incorporation.

Section 7. The elected Directors shall take office at the next annual meeting following their election. Three Directors shall be elected annually. The term of office for a Director shall be three years.

Section 8. A Director shall not serve more than two (2) consecutive elected terms. Thereafter, two (2) years must elapse before such person is again eligible to serve as a Director. However, any time served on the Board in a single appointment prior to election as a Director shall be exempted.

Section 9. No two (2) members of an immediate family (i.e., husband, wife, brother, sister) or two members cohabiting in the same household may sit as Directors of the Association at the same time.

BYLAW III - OFFICERS

Section 1. The officers of the Association shall include a President, Vice President, Secretary and Treasurer.

Section 2. Following the election of Directors and prior to the next annual meeting, the new Board shall meet to elect the Officers, by secret ballot if requested. Only the President and Vice President must be Directors; the Secretary and Treasurer need not be Directors, but must be members of the Association. All Officers shall take office on the day of the next annual meeting.

Section 3. The President, as Chief Executive Officer, shall:

(a) Preside at all meetings of the Association and of the Board.

(b) Ensure that all policies approved by the Board are enforced.

(c) Call special meetings of the Board when he or she deems it necessary or is requested to do so by three members of the Board.

(d) Appoint Committees with the approval of the Board.

(e) Appoint Committee Chairpersons annually with the approval of the Board.

(f) Serve as an ex-officio member of all committees.

(g) Have authority to represent the Association, or delegate a Director to do so, but shall not establish new Association policies or modify existing policies without Board approval.

(h) Have duty of management responsibility over the Community Manager subject to the determination of the Board.

Section 4. The Vice-President shall have all the powers, prerogatives, and duties of the President in his absence or disability. He or she shall be a general assistant to the President, performing such duties as the President may assign.

Section 5. The Secretary shall have the responsibility to maintain the Corporate Seal, enter in proper books all resolutions and proceedings of the Association and the Board, maintain necessary files, and issue notices of all meetings.

Section 6. The Treasurer shall have the responsibility to:

(a) Receive and be accountable for all funds of the Association.

(b) Deposit all Association funds in the name of the Association to such accounts and/or into such investments as directed by the Board.

(c) Prepare annual capital and operating budgets for approval by the Board. These budgets shall be submitted to the Board not later than one month before the beginning of the succeeding fiscal year, and as finally approved by the Board, shall be presented to the membership for their information in establishing dues for the succeeding fiscal year (Bylaw V, Section 2 of these Bylaws). In addition to annual operating expenses, the budget shall include:

(1) A general replacement reserve fund for the replacement of all capital assets of the Association. This fund is to be used for replacement and is restricted from use for any other purpose. These accounts shall include, but are not limited to, roof replacement, heating/ventilating/air conditioning equipment, pavement resurfacing and the replacement of specialized items or facilities.

(2) A furniture and equipment replacement reserve account which is restricted from use for any other purpose. This account shall include the replacement of tables, chairs, computers, printers and fitness equipment.

(3) A hurricane deductible reserve account which is restricted from use for any other purpose.

The amount to be reserved shall be computed by means of a formula that is based upon estimated life and estimated replacement cost.

(d) Ensure that funds are disbursed only when disbursement either has been approved by the Board or is provided for in a budget approved by the Board.

(e) Collect all dues, fees and assessments, keeping appropriate records of such collections, including the status of each member's account.

(f) Present to the Board a full financial report annually, including balance sheets, income and expense and cash flow statements.

(g) Submit association financial records for annual review and/or audit by an independent accountant at the end of each fiscal year and at any other time as directed by the Board.

(h) Place liens, including accrued interest, costs and attorney's fees, on properties, as applicable, in those instances where a member

has failed without excuse, to pay all dues, fees and assessments, within thirty (30) days of the due date.

(i) Ensure that the Capital Fund Fees collected from resale homes in the Community Association are deposited into the Capital Fund. The Capital Fund is established to provide funds for construction projects and major campus renovations. The Capital Fund accounts are restricted from use for any other purpose.

BYLAW IV - COMMITTEES

Section 1. The following shall be Standing Committees of the Association:

Budget Committee
Consumer Affairs Committee
Elections Committee
Governmental Affairs Committee
Internal Audit Committee

They shall report to the Board of Directors.

Section 2. The Board shall have the authority to establish such other committees as necessary to carry out the functions of the Association.

Section 3. Committee chairpersons may be appointed annually by the President with Board approval or may be appointed by the Board. They must agree to serve voluntarily without compensation and must be members of the Association and not delinquent. They may serve successive terms without limit at the discretion of the Board. Their appointment must be reaffirmed at the beginning of each calendar year.

BYLAW V - DUES, FEES, AND ASSESSMENTS

Section 1. All members are required to pay annual dues on or before the date specified by the Board. Annual dues must be paid to the Association for each dwelling unit. Financial hardship cases will be handled as determined by the Board. Times and places to receive dues payments shall be as determined by the Board.

Section 2. The amount of annual dues will be determined by the membership by ballot vote only if the Board proposes an increase or decrease in the dues for the following year. If required, the ballot vote will be conducted on the first Wednesday of December. Early voting may be conducted on such days and such places as scheduled by the Board. If the increase or decrease in the dues is not approved, the dues for the current year will be continued.

Whether or not a ballot vote is required, and in accordance with Bylaw X, Section 1 of these Bylaws, members shall be notified of the Board approved budget at least fifteen (15) days prior to the aforesaid date.

Section 3. Purchasers of any dwelling unit shall pay dues pro-rated daily from the date of closing.

Section 4. It shall be the responsibility of the resident to notify the Association about any additional person who moves into a presently occupied dwelling unit as an additional resident during the year. That person's dues shall be pro-rated from the date of occupancy.

Section 5. Payment of the annual dues on an occupied rental dwelling unit is the responsibility of the owner of the unit. The resident of such unit must be in agreement with Article III of the Articles of Incorporation.

Section 6. Owners of more than one dwelling unit in Sun City Center are responsible for the payment of annual dues for each unit owned. All dues must be paid in full for each dwelling unit owned before their membership card will be issued.

Section 7. Members whose dues are not paid by the established due date will be delinquent. The Board may exercise the right of lien to effect collection of dues which remain unpaid thirty (30) days after the due date.

Section 8. When a unit is sold, refunds will be made in accordance with Board rules.

Section 9. At the time of closing on a sale of a residence within Sun City Center, by a buyer who is not an owner of a residence within Sun City Center or who has not owned a residence in Sun City Center within three (3) years of the date of closing, the Association shall cause to be collected from that buyer a standard/customary Capital Fund Fee in the amount of $3,000.00. For purpose of collecting that Capital Fund Fee, this Amendment shall take effect September 1, 2021.

Section 10. Buyers who own more than one residence in Sun City Center are responsible for the payment of the Capital Fund Fee on the purchase of all additional residences in Sun City Center.

Section 11. Buyers who own one residence in Sun City Center, unless they are selling their existing residence, as determined at the discretion of the Association, are responsible for the payment of the Capital Fund Fee on the purchase of all additional residences in Sun City Center.

Section 12. In the event there is a question as to whether or not an individual is an owner of a residence in Sun City Center, then and in that event, the Association shall determine if the individual is in fact the owner of a residence.

BYLAW VI - MEMBERSHIP MEETINGS

Section 1. An annual meeting of members shall be held on the first Wednesday in January in each year, at such place and time as the Board may designate. If this day shall be a legal holiday, the meeting shall be held on the next succeeding business day.

Section 2. Additional membership meetings will be held:

(a) twice a year (in March and October) and special membership meetings may be called by the Board.

(b) in September for an advisory workshop to discuss budget issues.

Section 3. Meetings in response to members' petitions shall be scheduled by the Board according to Article XV of the Articles of Incorporation as follows:

(a) Notice of the meeting shall be given within thirty (30) days from the Board's receipt of the petition.

(b) The meeting shall take place no earlier than thirty (30) days following notice and no later than sixty (60) days following notice.

Section 4. Two hundred (200) members in good standing shall constitute a quorum for the transaction of business at all membership meetings.

BYLAW VII - ELECTION OF DIRECTORS & OFFICERS

Section 1. - Selection of Candidates

(a) Any Association member shall be eligible to file as a candidate for Director, except as otherwise limited by these Bylaws and Articles of Incorporation.

(c) Each candidate shall complete an official Candidate's Filing Form. The completed form must be returned to the Community Association office no later than the first Wednesday of October.

Each candidate shall be given a receipt stating that the prescribed form has been officially received and recorded.

(c) Copies of the Candidate's Filing Forms shall be available for public examination during regular office hours at the Community Association office.

(d) Names of the candidates shall be announced as soon as possible after the filing deadline, but no later than fifteen (15) days before the "Meet the Candidates Night".

(e) A membership meeting shall be scheduled for the second Wednesday in November as a "Meet the Candidates Night". If the candidates are unopposed, this requirement may be waived by the Board.

Section 2. - Election of Directors

(a) Voting for Directors shall be held by ballot vote on the first Wednesday of December at such place(s) as may be designated by the Board. The polls shall be open at least eight (8) hours, during a period covering the hours of 9:00 a.m. to 5:00 p.m. Early voting may be conducted on such days and such places as scheduled by the Board.

(b) Vacancies on the Board shall be filled by those candidates receiving the highest number of votes.

BYLAW VIII - REFERENDA

Section 1. Before a referendum is held, each member must be given at least fifteen (15), and no more than sixty (60) days written notice of the time and place of the referendum and of the matter(s) to be voted upon. Publishing this information in newspaper(s) commonly circulated in Sun City Center, or in "The News of Sun City Center" (an Association publication which is mailed to the street address of each dwelling unit that is subject to annual dues, fees, and assessments charged by the Association), or in any successor publication mailed to such address, will constitute written notice, unless direct mailing is required by law.

Section 2. The results of all referenda shall be binding upon the Board unless found to be contrary to law or expressly advisory in nature.

BYLAW IX - VOTING PROCEDURES

Section 1. – General

(a) Election Judges and Tellers shall be selected by the Elections Committee and appointed by the Board. Judges and Tellers shall supervise all necessary voting procedures and certify results of the vote.

(b) Judges and Tellers will use a system established by the Elections Committee and approved by the Board to ensure that only authorized votes are cast.

(c) If voting machines are used, results reported thereon to the Association by county officials will be accepted as final.

(d) If paper ballots are used, the Tellers will tabulate the results in the presence of such Directors and representatives of interested parties who desire to attend.

(e) Board members, candidates or petitioners shall not participate directly in the counting of ballots.

Section 2. - Absentee Ballots

(a) Absentee ballots will be available for the election of Directors, for voting on referenda, and for Ballot voting as defined in these Bylaws.

(b) An eligible voter may request an absentee ballot, which shall be counted if received in the Association office before closing of the polls.

(c) When requested by an incapacitated eligible voter, two Tellers shall take an official ballot to such voter and certify the casting of the absentee ballot. The spouse of such voter may perform this function in lieu of Tellers.

Section 3. - Mail Ballot

(a) A mail ballot, sent to all members, may be authorized by the Board of Directors, (Article XI) to change the Articles of Incorporation.

BYLAW X - GENERAL PROVISIONS

Section 1. Except as provided in Bylaw VIII, Section 1, whenever written notice is required by these Bylaws or by law, such notice shall be deemed to be delivered when deposited in the United States mail addressed to the member at the address as it appears on the membership records of the Association, or when published in "The News of Sun City Center" (an Association publication which is mailed to the street address of each dwelling unit that is subject to annual dues, fees, and assessments charged by the

Association), or in any successor publication mailed to such address, postage prepaid. If two or more members maintain a common household at the same address, a single notice mailed to that address shall satisfy the notice requirements of this section.

Section 2. Anything in these Bylaws or any amendments hereto which conflict with the Articles of Incorporation shall be null and void.

Section 3. The invalidation of any provision or portion of these Bylaws by judgment or court order shall not affect any other provisions or portions.

Section 4. The Board may adopt such reasonable rules and regulations to implement its operating policies and the use of Association facilities as the Board deems necessary and appropriate. The Board may delegate this rule making authority to the various clubs and organizations, subject to Board approval, which make use of the various facilities, with respect only to those facilities made use of by each club or organization.

BYLAW XI - AMENDMENTS

Section 1. These Bylaws may be amended, cancelled or otherwise changed as provided in Article XIII of the Articles of Incorporation.

Section 2. Any number of amendments may be submitted to the members and voted upon at one meeting.

BYLAW XII - USE OF FACILITIES ASSOCIATION

Section 1. Current membership or guest cards must be displayed for participation in any activity on Association property. Membership or guest cards are not required for public events.

Section 2. House guests and guests of members in good standing may use Association facilities but will be required to have a guest card, which can be

purchased at the Association office at fees established by the Board.

Section 3. The Board may establish policies under which non- members may use Association facilities on a "space available" basis, subject to recognition of the Association's tax-exempt status and the purpose expressed in Article II of the Articles of Incorporation.

Adopted by a vote of the members, January 4-5, 1988.

AMENDMENTS

1. Bylaw IV was amended by a vote of the members on July 5, 1989 and on November 1, 1989.
2. Bylaw VII, Section 2 was amended by a vote of the members on December 6, 1989.
3. Bylaw II, Section 5; and
4. Bylaw III, Section 6 (c) were amended by a vote of the members on April 30 and May 1, 1990.
5. Bylaw II, Section 9;
6. Bylaw VII, Section 1 (a); and
7. Bylaw VII, Section 2 (a) were amended by a vote of the members on February 19 and 20, 1991.
8. Preamble to the Bylaws;
9. Bylaw III, Section 6 (c);
10. Bylaw I, Section 2;
11. Bylaw III, Section 6 (e);
12. Bylaw III, Section 6 (h);
13. Bylaw V, title; and
14. Bylaw X, Section 4 were amended by a vote of the members on December 3, 1993.
15. Bylaw II, Section 7; and
16. Bylaw II, Section 8 were amended by a vote of the members on December 7, 1994.
17. All references to "Article" (in title and narrative as it relates to these Bylaws) will be changed to "Bylaw"; and
18. Bylaw III, Section 3 (g) were amended by a vote of the members on June 7, 1995.
19. Definitions;
20. Bylaw IV, Section 1;
21. Bylaw IV, Section 3;
22. Bylaw V, Section 2;
23. Bylaw VI, Section 2;
24. Bylaw VI, Section 3;
25. Bylaw VII, Section 1 (a) (b) (c) (e) (f);
26. Bylaw VII, Section 2;
27. Bylaw IX, Section 1 (a) (b);
28. Bylaw IX, Section 2 (a); and
29. Bylaw IX, Section 3 were amended by a vote of the members on October 10 and October 11, 1995.
30. Bylaw VI, Section 2 (a) was amended by a vote of the members on October 27, 1999.
31. Bylaw II, Section 8 was amended by a vote of the members on March 15, 2000.
32. Bylaw VII, Section 1 (f) was amended by a vote of the members on October 25, 2000.
33. Bylaw V, Section 9 was amended by a vote of the members on October 17 and October 18, 2002.
34. Bylaw V, Section 9;
35. Bylaw V, Section 10;
36. Bylaw V, Section 11; and
37. Bylaw V, Section 12 were amended by a vote of the members on October 15, 2003.
38. Bylaw V, Section 2;
39. Bylaw VII, Section 2 (a);
41. Bylaw VIII, Section 1; and
42. Bylaw X, Section 1 were amended by a vote of the members on January 5, 2005.
40. Bylaw VII, Section 1 (c) was deleted and remaining subsections (d) (e) and (f) were renumbered to (c) (d) and (e) respectively by a vote of the members on January 5, 2005.

41. Bylaw III, Section 6 (c) was amended by a vote of the members on January 7, 2009.
42. Bylaw II, Section 9; and
43. Bylaw VII, Section 1 (b) were amended by a vote of the members on March 23, 2010.
44. Bylaw IV, Section 1, was amended by a vote of the members on October 26, 2011.
45. Bylaw V, Section 9, 10 and 11 were amended by a vote of the members on December 15, 2011.
46. Bylaw III, Section 3 (e), Section 6 (i);
47. Bylaw IV, Section 3; and
48. Bylaw XII, Section 1 and Section 2 were approved by a vote of the members on March 20, 2013.
49. Bylaw VII, Section 1 (e) was amended by a vote of the members on March 19, 2014.
50. Bylaw V, Section 9 was amended by a vote of the members on October 26, 2016.
51. Bylaw V, Section 9 was amended by a vote of the members via proxies on April 28, 2020.
52. Bylaw V, Section 9 was amended by a vote of the members on July 20, 2021.