

*This instrument prepared by:
Ridgefield HOA Board
Barbie Sparr, Governing Documents Chairperson
P O Box 350722
Jacksonville, Florida 32225*

**AMENDMENT TO THE BYLAWS FOR
RIDGEFIELD HOMEOWNERS ASSOCIATION, INC.**

A Not For Profit Corporation Under the Laws of the State of Florida

THIS AMENDMENT TO THE BYLAWS FOR RIDGEFIELD HOMEOWNERS ASSOCIATION, INC. ("Amendment") is made this 18th day of June, 2025, by RIDGEFIELD HOMEOWNERS ASSOCIATION, INC., a Florida Not For Profit Corporation.

WHEREAS, on April 20, 1986, JDN Construction, Inc., a Florida corporation, under the laws of the State of Florida that certain Declaration of Covenants and Restrictions for Ridgefield Homeowners Association, Unit 1, which is recorded at Official Records Book 6134, Page 540 et seq., of the current Public Records of Duval County, Florida;

WHEREAS, on June 18, 1987, JDN Construction, Inc., a Florida corporation, under the laws of the State of Florida that certain Declaration of Covenants and Restrictions for Ridgefield Homeowners Association, Unit 2, which is recorded at Official Records Book 6358, Page 1189 et seq., of the current Public Records of Duval County, Florida;

WHEREAS, on August 5, 1988, JDN Construction, Inc., a Florida corporation, under the laws of the State of Florida that certain Declaration of Covenants and Restrictions for Ridgefield Homeowners Association, Unit 3, which is recorded at Official Records Book 6557, Page 2218 et seq., of the current Public Records of Duval County, Florida;

WHEREAS, Article 8 of the Notice of Preservation, filed May 5, 2016, identifies the Neighborhood Association empowered to enforce the Declaration as the RIDGEFIELD HOMEOWNERS ASSOCIATION, INC., a Florida Not For Profit Corporation;

WHEREAS, it is the desire of the Association to amend certain sections of the Bylaws as set forth herein and to amend and restate the full amended sections in a single document;

WHEREAS, Article 7, Section A of the Bylaws for the Association provide that the Bylaws may be amended by approval of 2/3 majority vote of the membership;

WHEREAS, a meeting of the membership was held on May 18, 2025, whereby quorum was achieved and approval of the 2/3 majority was obtained through a vote, amendments to be effective July 1, 2025.

NOW THEREFORE, RIDGEFIELD HOMEOWNERS ASSOCIATION, INC., hereby Amends the Bylaws as follows:

(see attached amended and restated Bylaws exhibit)

**AMENDMENT TO THE DECLARATIONS FOR
RIDGEFIELD HOMEOWNERS ASSOCIATION, INC.**

A Not For Profit Corporation Under the Laws of the State of Florida

THIS AMENDMENT TO THE COVENANTS & RESTRICTIONS FOR RIDGEFIELD HOMEOWNERS ASSOCIATION, INC. ("Amendment") is made this 18 day of JUNE, 2025, by RIDGEFIELD HOMEOWNERS ASSOCIATION, INC., a Florida Not For Profit Corporation.

WHEREAS, on April 20, 1986, JDN Construction, Inc., a Florida corporation, under the laws of the State of Florida that certain Declaration of Covenants and Restrictions for Ridgefield Homeowners Association, Unit 1, which is recorded at Official Records Book 6134, Page 540 et seq., of the current Public Records of Duval County, Florida;

WHEREAS, on June 18, 1987, JDN Construction, Inc., a Florida corporation, under the laws of the State of Florida that certain Declaration of Covenants and Restrictions for Ridgefield Homeowners Association, Unit 2, which is recorded at Official Records Book 6358, Page 1189 et seq., of the current Public Records of Duval County, Florida;

WHEREAS, on August 5, 1988, JDN Construction, Inc., a Florida corporation, under the laws of the State of Florida that certain Declaration of Covenants and Restrictions for Ridgefield Homeowners Association, Unit 3, which is recorded at Official Records Book 6557, Page 2218 et seq., of the current Public Records of Duval County, Florida;

WHEREAS, it is the desire of the Association to amend certain sections of the Declarations as set forth herein;

WHEREAS, Florida Statute 720.306 identifies the Neighborhood Association empowered to enforce the Declaration for Units 1 and 2, as the RIDGEFIELD HOMEOWNERS ASSOCIATION, INC., a Florida Not For Profit Corporation; and provides that the Declarations for Units 1 and 2 may be amended by approval of 2/3 majority vote of the membership;

WHEREAS, Article 22 of the Unit 3 Declarations identifies the Neighborhood Association empowered to enforce the Declaration for Unit 3, as the RIDGEFIELD HOMEOWNERS ASSOCIATION, INC., a Florida Not For Profit Corporation; and provides that the Declarations for Unit 3 may be amended by approval of 51% majority vote of the membership;

WHEREAS, a meeting of the membership was held on May 18, 2025, whereby quorum was achieved and approval of at least 2/3 majority was obtained through a vote, amendments to be effective July 1, 2025.

NOW THEREFORE, RIDGEFIELD HOMEOWNERS ASSOCIATION, INC., hereby Amends the Declarations as follows:

(see attached Notice exhibit)

CERTIFICATE OF ADOPTION

WITNESS OUR HAND AND SEALS, the undersigned sets its hand and seal as of the date first above written and affirms that the following Amended Bylaws and Declarations for RIDGEFIELD HOMEOWNERS ASSOCIATION, INC., was approved by not less than 2/3 majority of the membership at the quarterly membership meeting vote on or before May 18, 2025, where quorum was obtained.

Signed, sealed, and delivered
In the presence of:

Ridgefield Homeowners Association, Inc.
a Florida Not For Profit Corporation

WITNESS 1

Margaret Owen
Printed Name

Margaret Owen
Signature

2771 Monument Rd. Ste 29
Location Jacksonville, FL 32225

[Signature]

By: Sarah Behnen
Its: President

[Signature]

Attest By: Barbara Sparr
Its: Secretary Pro Temp

WITNESS 2

Tre Vaughn Ackerman
Printed Name

[Signature]
Signature

2771 Monument Rd. Ste. 29
Location Jacksonville, FL 32225

STATE OF FLORIDA
COUNTY OF DUVAL

THE foregoing Amended Bylaws was sworn to, subscribed and acknowledged before me by physical presence or by online notarization, this 18 day of June, 2025 by Sarah Behnen, as President for RIDGEFIELD HOMEOWNERS ASSOCIATION, INC. on behalf of said corporation. Sarah Behnen is personally known to me or provided Driver's License identification and did take an oath.

[Signature]
Notary Public, State of Florida

(seal)



Ridgefield Homeowners Association, Inc. Bylaws.

**ADOPTED BY UNANIMOUS VOTE OF THE ASSOCIATION'S
MEMBERSHIP APRIL 26, 1990.**

**AMENDED BY A MAJORITY OF THE ASSOCIATION'S MEMBERS BY
LETTER BALLOT JUNE 25, 1993.**

**AMENDED BY MORE THAN A 2/3 MAJORITY OF VOTING MEMBERS
PRESENT OR REPRESENTED BY LETTER BALLOT AT MEMBERSHIP
MEETING JANUARY 14, 2003.**

**AMENDED BY MORE THAN A 2/3 MAJORITY OF VOTING MEMBERS
PRESENT OR REPRESENTED BY LETTER BALLOT AT MEMBERSHIP MEETING MAY 18, 2025.**

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**BYLAWS OF THE
RIDGEFIELD HOMEOWNERS, ASSOCIATION, INC.
EFFECTIVE JULY 1, 2025**

ARTICLE I - Title

The name of this organization shall be Ridgefield Homeowners Association, Inc., hereinafter referred to as "the Association", and its principal office shall be located at Ridgefield Subdivision, Jacksonville, Florida, 32225.

ARTICLE II - Purposes

The purposes of the Association shall be as follows:

- A. Further the common good and general welfare of the people of Ridgefield Subdivision by bringing about civic betterment and social improvements.
- B. Foster and encourage community interest and to promote collective community functions in accordance with the Association membership.
- C. Receive, consider and act upon suggestions and recommendations from the members of the Association.
Obtain current factual information on the status of property development, maintenance and other matters affecting the interests of the members, which serve to protect and preserve property values.
- D. Represent its members and make recommendations to responsible City, County and State officials or organizations on needs pertaining to the residents of Ridgefield such as zoning and other municipal matters. Encourage the residents of Ridgefield to abide by the recorded covenants and restrictions running with the land in Ridgefield Subdivision.

ARTICLE III - Organization and Administration

Section I - Organization

- A. The business and affairs of the Association shall be conducted by the Board of Directors (hereinafter referred to as the "Board"), to consist of Six (6) Association members in good standing. Three elected Board members shall be the President, Vice President/Secretary and Treasurer. The other three members shall be chairmen of the following committees: Membership/Social, Community Improvement and Covenants & Restrictions and shall be appointed by the President.
- B. The Board shall control the property, both real and personal, of the Association and be responsible for overall operation and administration. Committees shall carry out the respective responsibilities under the direction of the Board. The Board shall authorize the expenditure of all funds required for the development, maintenance and operation of all Association facilities and activities as set forth under Article VI (Finance).
- C. The term of office of elected Board members will be two (2) years. Officers may be re-elected, but may not serve more than three (3) consecutive terms in the same office. Board members will take office not later than July 1, with their term running through June 30.
- D. Any member of the Board who shall absent himself from two (2) consecutive regular meetings of the Board, without rendering an acceptable reason to the Board for such absence, shall be deemed to have resigned from said Board.
- E. Any member of the Board considered derelict by the Board in his duties, may be removed from office by the following procedure:
 - 1. Such person shall be requested to appear before the Board, having been advised no less than ten (10) days prior to the meeting. Written notice shall include the time and place, and reasons for being considered derelict in these duties.

2. If the person fails to appear at the time and place without valid excuse, the Board may proceed and may reach its conclusion in his absence.
 3. Should the person be found derelict by a quorum (4 out of 6) vote of the Board, he may be removed from office.
 4. Any person so removed shall have the right of appeal to the general membership at a meeting of the Association, called in accordance with Article III.
- F. Any member of the Board considered derelict by the general membership in his duties, may be removed from office by the following procedure:
1. A general meeting shall be called in accordance with Article III.
 2. Such person shall be requested to appear before the general membership and will be provided the opportunity to speak in his behalf.
 3. If the person fails to appear at the time and place without valid excuse, the general membership may proceed and may reach its conclusion in his absence.
 4. If there is a majority vote, of the membership present, for (in favor of) his removal, providing there is a quorum, he shall be removed from office.
- G. It shall be the policy of the Association that all committeemen, both members of the Board and members of other committees hereinafter designated, will serve without salaries or financial gain during their served term(s).
- H. Necessary expenses incurred from the conduct of Association business and committee duties may be reimbursed, subject to the approval of the Board. These said expenses shall be enumerated in detail in an annual report to the Association membership.
- I. The election of officers shall be in accordance with Article V, and the duties of officers in accordance with Section 2, below.
- J. The Board shall meet, independent of the general association annual meeting, at least once per quarter.

Section 2 — Administration

President

- A. The President shall be the principal executive officer of the Association.
- B. He shall preside at all meetings of the Association membership and the Board.
- C. He shall sign all obligations and contracts subject to the prior approval of the majority of the Board members.
- D. The President shall, at the annual membership meeting of the Association, submit a report upon the affairs of the Association, with such suggestions as he may deem necessary and proper. This report shall be submitted to the Board for its approval prior to the date of this meeting.
- E. The President or his designees shall be responsible for attending civic functions related to the Association needs and purpose (such as the Greater Arlington Civic Council meeting, etc.)

Vice-President/Secretary

- A. In the absence of the President, the Vice President/Secretary shall assume the powers and duties of the President.
- B. He shall ensure proper credentialing, bonding, licensing, insurance, etc. or any Board member, vendor or relevant third party
- C. He shall give notice of all meetings of the Association, and be responsible for keeping the minutes of all such meetings, and for conducting the correspondence and recordkeeping of the Association.
- D. He shall maintain the Association's operations to ensure that all documentation and activity is kept in compliance with any statute or regulation

Treasurer

- A. The Treasurer shall, under the direction of the Board, collect and disburse the funds of the Association. He shall report, at each regular meeting of the membership and Board, the financial condition of the Association. At the annual meeting, he shall prepare statements which present clearly, and exhibit in detail, the receipts and expenditures of the preceding quarter-year.
- B. He shall report the balance of money on hand, status of approved budgets, and the existing debts of the association. The fiscal year shall be July 1 through June 30.
- C. He shall oversee any estoppel, taxation, and insurance needs required of the Association.

Section 3 – Disability

- A. During any temporary absence or disability of the Vice President/Secretary or Treasurer, the President (or officer pro tem) may designate and appoint any member of the Board to serve as Acting Vice President/Secretary, or Acting Treasurer during such temporary absence of disability.
- B. Such person, so designated and appointed, shall have full power and authority to perform all of the duties of the Vice President/Secretary or Treasurer.

Section 4 – Committees

- A. Annually, effective July 1, the President of the Association shall appoint the Chairmen of the following standing committees and of such committees as may be necessary or desirable.
- B. In the interim, other committees may be established by the Association membership or appointed by the Board as deemed necessary. The chairperson of any committee that is established by the Board shall be a member of the Board.

Membership/Social Committee

This committee shall be responsible for the planning, development and operation of all recreational activities; and shall be responsible for planning all social activities sponsored by and for the Association.

This committee shall also be responsible for the coordination and implementation of the following activities:

- 1. Welcoming and conveying community information to new residents. This also includes identifying former residents to be removed from the member list for the purpose of recordkeeping.
- 2. Conveying community information to new residents on a timely basis.
- 3. Inviting new residents to the annual meeting of the Association or any other social events and introducing them at such meeting or in appropriate communications such as newsletters, social media, etc.
- 4. Membership/Social shall oversee social media accounts, including confirmation of new online members
- 5. Committee shall recruit and maintain authority over Street Captains, identified by the Chairman, one per section defined as: Ashbourne Trail, Berkshire Lane, Brentfield Road, Brentfield West, Dover Cove, Heathfield Road, Houndwell Way, Matefield Road, Putney Court, Whitworth Court.

Community Improvement Committee

This committee shall be responsible for coordination and implementation of the following activities:

1. Improving the appearance of the community by plantings or other projects of an aesthetic nature.
2. Ensuring the safety and best interest of Ridgefield residents, in cooperation with authorities of Jacksonville city, county or state agencies who may have jurisdiction or helpful information regarding safety, maintenance and improvement of facilities in the subdivision.
3. Obtaining and disseminating information about surrounding area zoning and land use and the proper maintenance of homes and grounds which may be of general interest to members of the Association, especially in response to queries from members, including the Covenants and Restrictions Committee.
4. Responsibility for all third party contracts and relationships relative to the Association business (city, county, utilities, civic organizations, realtors, contractors, etc.)

Covenants & Restrictions Committee

This committee shall be responsible for the coordination and implementation of the following activities:

1. Convey covenant and restriction information to new residents. This committee shall be responsible for pursuing to a satisfactory conclusion all legitimate complaints of covenant violations as may be brought to the committee's attention. Any enforcement by this committee shall be brought before the Board for approval.
2. It shall also be the committee responsible for processing requested residential improvements for subsequent approval by the Board.
3. Committee Chairman shall recruit and oversee the required committee of not less than three members (including the Chairman) for enforcement and appeals decisions
4. It shall be responsible for reviewing, amending, and keeping current all governing documents, including Covenants & Restrictions, Bylaws, Articles of Incorporation, etc. A formal review of all governing documents must be performed at least every five (5) years to ensure consistency and appropriateness. Committee shall ensure that all governing documents are kept in compliance with any city, county, state or federal regulations.

Section 5 – Meetings

- A. The annual meeting of the Association membership shall be held in the month of June unless another date is designated by the Board.
- B. The Vice President/Secretary shall send written notice to each Association member of the time and place of meeting.
- C. Meeting of the Association membership shall be conducted in accordance with parliamentary procedure, as specified in "Roberts Rules of Order. Newly Revised."
- D. A quorum for meeting of the Association shall be 10% (one tenth) of the membership.
- E. If a quorum fails to attend at the time and place of the meeting, those who do attend may adjourn until the time at which a meeting can be regularly constituted; as soon as possible.
- F. Members of the Association are entitled to one (1) non-divisible vote for each lot owned by them. Any member may exercise this right to vote by written proxy in a form complying with Florida Statutes.
- G. Other special meetings of the Association membership may be called after seven (7) days' notice, as deemed necessary by the Board, or by request in writing of ten (10) percent of the membership to the Vice President/Secretary.
- H. All objectives and purposes of such meeting shall be stated in the notice of time and place of meeting, sent to each member. New business may be brought up and discussed, but not disposed of until proper notification of all members.

- I. Meetings of the Board shall be held whenever deemed necessary by the President or a majority of the Board members. There shall be a minimum of four (4) Board meetings per year.
- J. A quorum for Board meetings shall be four (4) members of the Board.

ARTICLE IV - Membership Privileges and Obligations

Section 1 – Qualifications

Membership in the Ridgefield Homeowners Association, Inc. is limited to the Ridgefield subdivision (as described on the Ridgefield Subdivision recorded plats of Phases I, II and III). Membership shall be automatic and is restricted to all adult property owners or lessors and their spouses

Section 2 – Dues

- A. All members will pay their dues as recommended by the Board. Dues will be prorated from date of occupancy for new members. The Board may adjust dues as needed budgetarily, with a minimum every 3 years in an amount equal to the total of the annual increases for that 3-year period in the Consumer Price Index for All Urban Consumers, U.S. City Average, and a maximum of 15% every 3 years. Annual assessable fees shall be set for the maintenance, repair and replacement of common areas. All membership dues are payable on or before August 15 of each year.
- B. The association may also charge an administrative late fee not to exceed the greater of \$25 or 5 percent of the amount of each installment that is paid past the due date.

Section 3 – Membership

- A. Membership shall be automatic upon purchase of a lot in Ridgefield Subdivision.
- B. Membership shall terminate automatically upon sale of a lot in Ridgefield Subdivision. Upon written request within the fiscal year, dues and maintenance fees shall be prorated upon termination of membership.
- C. Primary homeowners who lease their home to tenants (rentals) are considered Members; tenants in a rental agreement are not eligible for membership. Tenants may participate in social activities, member meetings, serve on the Board or committees, but will not be obligated to pay annual dues, nor will they hold voting power on business matters.

ARTICLE V - Elections

- A. Prior to the end of current Board terms, no later than June 1, nominations will be collected by the Board for the upcoming July 1 Board roles
- B. The current Board will submit a slate of candidates, at least ten (10) days prior, to the full membership of the Association, said slate to include at least one (1) candidate for each position on the Board.
- C. No person may be submitted as a candidate without his prior consent.
- D. Each elected Board position will be filled by a simple majority of the voting membership
- E. In the event that a vacancy occurs on the Board before annual election, the Board will appoint a member of the Association to serve the unexpired term of office.

ARTICLE VI - Finance

- A. The funds of the Association shall be deposited in such bank or depository as the Board shall designate and shall be withdrawn only upon the check or order of the Association, countersigned by the Treasurer or the President or the Vice President/Secretary.
- B. All officers of the Association shall be properly bonded when deemed appropriate by the Board or the membership. Premiums for such bonds to be paid by the Association.

- C. At the annual meeting, a budget for the coming fiscal year will be presented by the Board for the approval of the Association.

ARTICLE VII - Amendments to Bylaws

- A. These Bylaws may be amended by a majority of the quorum affirmative ballot by the voting members, who are represented in person and/or with written proxy; provided that a copy of the proposed amendment shall have been delivered to each member not less than thirty (30) days prior to proposed effective date, and that his vote thereon, to be cast in person or by written proxy, shall have been requested.
- B. Upon adoption of said amendment, the Board shall furnish to each member a copy of the adopted amendment which shall also indicate the date of adoption.

ARTICLE VIII - Covenants and Restrictions

Each member authorizes and directs the Association and its officers and directors to act as his or her agent in enforcing and requiring compliance by all property owners with the Covenants and Restrictions adopted by the developer and recorded at the Office of the Clerk of the Circuit Court of Duval County, Florida and in the Official Records of Duval, County, Florida. Such authorization does not, in any way, limit a member's individual right as a property owner to enforce said Covenants and Restrictions in his person capacity, nor does it compel the Association to legally enforce said Covenants and Restrictions; unless directed by a majority of quorum affirmative vote of the Association, except for the offending party or parties. The Association shall use all reasonable means available for enforcing said Covenants and Restrictions, including the initiation of a suit for temporary and/or permanent injunction and restraining order in necessary to compel compliance, or any other legal remedy which it may have.

ARTICLE IX - Gender

The use of the male gender in these Bylaws shall pertain to and have equal meaning for all genders.

NOTICE
RIDGEFIELD SUBDIVISION
UNITS 1, 2 & 3

PLAN FOR MANDATORY ANNUAL \$175.00 ASSESSABLE FEE FOR THE MAINTENANCE, REPAIR AND REPLACEMENT OF COMMON AREAS

KNOW ALL MEN BY THESE PRESENTS: That,

WHEREAS, DECLARATION, GRANT OF EASEMENTS, ASSESSMENTS FOR ASSOCIATION OF HOMEOWNERS OF RIDGEFIELD, Dated April 30, 1986, recorded in the Official Records of Duval County, State of Florida, May 23, 1986, Volume 6134, Pages 541 & 542, provides the owners of fifty-one percent (51%) or more of the lots within the subdivision shall select an administrator of the rights and responsibilities referred to therein set forth who shall also have the power (but not the obligation) with the consent of fifty-one percent (51%) or more of such owners, to incorporate a Florida corporation not-for-profit for discharging such functions and,

WHEREAS, pursuant to a vote of the lot owners, RIDGEFIELD HOMEOWNERS ASSOCIATION, INC., was incorporated under the laws of the State of Florida; Articles of Incorporation dated July 10, 1988, recorded in the Official Records of Duval County, State of Florida, September 28, 1995, Book 8184, Pages 774 through 779 and,

WHEREAS, PLAN FOR MANDATORY ANNUAL \$125.00 ASSESSABLE FEE FOR THE MAINTENANCE AND REPAIR OF COMMON AREAS, dated July 11, 2016, was recorded in the Official Records of Duval County, State of Florida, July 11, 2016, Book 17629, Pages 1569 through 1575 and,

WHEREAS, Association members in attendance at the March 30, 2025 General Membership Meeting agreed to put the question of raising the annual mandatory assessable fee from \$125.00 to \$175.000 to the entire membership and,

WHEREAS, on or about March 30, 2025, ballots were distributed to the 173 lot owners of record as of that date containing recommendation of the Board of Directors of the Association that the annual \$125.00 mandatory fee be increased to an annual \$175.000 mandatory fee and,

WHEREAS, on May 18, 2025, all ballots returned by the May 18, 2025 extended due date were counted and the Board of Directors of the Association determined that more than fifty-one percent (51%) of the 173 lot owners were in favor of increasing the \$125.00 annual mandatory fee to a \$175.00 annual mandatory fee effective July 1, 2025 and,

WHEREAS, each lot owner was subsequently provided with the results of the ballot and,

WHEREAS, attached Exhibit A (copy of meeting minutes) supports the foregoing representations,

WHEREAS, said DECLARATION, GRANT OF EASEMENTS, ASSESSMENTS FOR ASSOCIATION OF HOMEOWNERS OF RIDGEFIELD provides assessments shall be determined by the owners of fifty-one percent (51%) of the lots in said subdivision and, **WHEREAS**, said DECLARATION, GRANT OF EASEMENTS, ASSESSMENTS FOR ASSOCIATION OF HOMEOWNERS OF RIDGEFIELD provides that said assessments shall constitute a debt from the owner or owners of the lots against which or with respect to which the same shall be assessed, payable in accordance with the terms of the assessment, and be enforceable in any court of competent jurisdiction and,

WHEREAS, SAID DECLARATION, GRANT OF EASEMENTS, ASSESSMENTS FOR ASSOCIATION OF HOMEOWNERS OF RIDGEFIELD provides that a lien arising pursuant to this instrument may be recorded in the public records of Duval County, Florida, as executed by the Administrator or said corporation, and any lien arising pursuant to this instrument shall attach and be enforceable from and after the recording of such instrument and,

WHEREAS, said DECLARATION, GRANT OF EASEMENTS, ASSESSMENTS FOR ASSOCIATION OF HOMEOWNERS OF RIDGEFIELD provides in the event that any proceedings are instituted to collect or enforce such assessment or the lien therefor, the plaintiff shall be entitled to recover from the owner or owners of such lots all costs, including reasonable attorney's fees, incurred in or about such proceedings and all such costs shall be secured by such lien.

WHEREAS, said DECLARATION, GRANT OF EASEMENTS, ASSESSMENTS FOR ASSOCIATION OF HOMEOWNERS OF RIDGEFIELD was preserved pursuant to NOTICE OF PRESERVATION OF DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR RIDGEFIELD UNIT 1, RIDGEFIELD UNIT 2 AND RIDGEFIELD UNIT 3, dated May 5, 2016, recorded in the Official Records of Duval County, State of Florida, May 5, 2016, Book 17552, Pages 1897 through 1901.

WHEREAS, said to NOTICE OF PRESERVATION OF DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR RIDGEFIELD UNIT 1, RIDGEFIELD UNIT 2 AND RIDGEFIELD UNIT 3 was re-recorded May 17, 2016 to realign the pages in proper order Official Records of Duval County, State of Florida, Book 17565, Pages 158 through 162.

NOW THEREFORE, effective July 1, 2025, this PLAN FOR MANDATORY ANNUAL \$175.00 ASSESSABLE FEE FOR THE MAINTENANCE, REPAIR AND REPLACEMENT OF COMMON AREAS dated July 1, 2025 hereby supersedes said PLAN FOR MANDATORY ANNUAL \$125.00 ASSESSABLE FEE FOR THE MAINTENANCE AND REPAIR OF COMMON AREAS dated July 11, 2016.

EXHIBIT A MEETING MINUTES AND MEMBER VOTE OUTCOMES

RIDGEFIELD HOMEOWNERS ASSOCIATION BOARD MEETING MINUTES

I. MEETING DETAILS

President: Sarah Bennen
Secretary: Maddi Clark

Date: 05/18/2025
Time: 4:00pm EST

Location: Highlands United Presbyterian Church - 10900 McCormick Rd and Via Zoom

II. ATTENDEES

Via Zoom: Ruth Wade, Jon Roberts, Lee Paulus, Art Meysel, Gina Short, Thelma
Whitfield, Joan Bryan, Penny, Lois Stanley, Maddi Clark

In Person: Sarah & Michael Bennen, Barb Holmes, Ben Catoe, Tim & Madeline Braun,
Barbie Sparr, Tom Douget, Cindy Johnson, Margie Owen, Gus Romero, Ruth Tadena, Jose &
Renee Bascon, David & Sharon Clay, Jim Doetzel & Joe Bungamer, Walt & Diane Wenlauch,
Laura Wiktoerek / Bill / Sue, Lori Fine, Tim & Shannon Watson, Pat Lockett, Dale & Lynn Haller,
Karen Johns, Lillie Klevit

III. CALL TO ORDER

Previous Meeting Minutes
Approved

Treasurer's report

- \$6,545.40 in checking
- \$100.43 in business shares
- \$31,904.14 in promotional business
- \$6,286.89 in Money market
- Average monthly electrical bill is \$74
- Average monthly water bill is \$32
- Two homeowners have not paid their HOA dues and have been turned over to collections

Unfortunately, some homes must be turned over to collections when dues are not paid. The community does not profit from collections, we only receive what was owed (HOA annual dues and any late fees) the additional funds are retained by the lawyers, not the community and are not reflected on our records.

Committee Reports**Community Improvement**

- There were some tree damage on Heathfield that is being repaired
- New sod on the island has taken well
- Homeowner mentioned that when the fence was constructed they used nails instead of screws and many of them are coming loose
- People are still driving in through the exit and we need to determine what we can do to try and eliminate that

Hospitality

- No new homeowners in the last 4 months but there are a few houses on the market

Social

- Nothing in the immediate future

Voting Results

164 homes participated in voting (95% participation)

Covenants and Restrictions did not pass

- Board will meet to regroup to address the failed covenants, likely removing controversial language about property access and rentals

Bylaws passed**Articles of Incorporation passed****Annual dues increase passed**

6 people said they were willing to serve on the board

33 people said they were willing to serve in other capacities

76 people consented to electronic delivery

For a poll on what to do if we were unable to get the needed volunteers to serve on the board, we had the following results:

- 33 people said they would want to dissolve the HOA entirely
- 50 people said to hire an external management company
- 73 people left it blank

Below are important points to keep in mind:

- Dues are now \$175 and are considered late on August 15th every year
- Member meetings are now annually instead of quarterly and will be held in May or June each year
- Membership voting is now considered majority
- 10 people makes up a quorum
- Board members cannot enter property boundaries unannounced
- Trailers cannot be in driveways

Board will contact the city about lowering the speed limit to 25mph

Board will install no soliciting signs

Board will create a Rules & Regulations document which will solidify a more efficient enforcement process

Budget

- 12 Anticipated income for 2025 is \$33,175 which is \$8,250 more than the previous year.
- 13 View the website or the presentation for a full breakdown of budget.
- 14 New budget will help fund an updated fence, landscaping and a new sign in the future.

Elections:

- 15 Elections for board positions are underway
- 16 Terms are now for 2 years and an individual can serve for 3 consecutive terms (6 years)
- 17 All candidates need to be identified by May 25
- 18 Voting will commence on June 1st and go through June 25th
- 19 If you signed the consent form for electronic delivery you will receive an email to vote through election buddy
- 20 If you did not sign the electronic consent form you will receive a paper ballot

Q&A/Comments:

- 21 How will notices be sent out for when annual dues are due
 - 22 o A notice will be emailed, posted on Facebook and placed on the entrance signs
 - 23 o If you are late a mailed letter will be sent
- 24 Why did the covenants and restrictions have language about entering property without permission?
 - 25 o We received advice from our lawyer to include that language but realize it is seen as an overstep so we will be reviewing and modifying
- 26 Will speed bumps be added with the speed limit decrease?
 - 27 o No speed bumps will not be added
- 28 Comment: Please drive slow in the neighborhood as there is a little boy learning to ride his bike
- 29 Is there anything in our documents that restricts street parking or parking cars on both sides of the street
 - 30 o Our roads are public roads so we can't put restrictions on street parking but everyone needs to keep in mind that if two cars are parked on both sides of the street ambulances can't get through so please try and avoid that