

HERITAGE GREENS COMMUNITY ASSOCIATION, INC.

RESOLUTION:

NEIGHBORHOOD VOTING REPRESENTATIVES

WHEREAS, The Board of Directors of Heritage Greens Community Association, Inc. (the "Community Association"), is empowered to govern the affairs off the Community Association pursuant to Article 4 of the Bylaws of Heritage Greens Community Association, Inc. (the "Community Association Bylaws");

WHEREAS, pursuant to Article 3 of the Community Association Bylaws, each Neighborhood Association is required to appoint and designate in writing to the Secretary of the Community Association, at least annually, the name and address of one person who will serve as its Voting Representative for that year;

WHEREAS, further pursuant to Article 3 of the Community Association Bylaws, the Neighborhood Voting Representatives shall: (A) Receive Community Association notices; (B) Represent the Members of that particular Neighborhood Association or Committee at Community Association meetings; (C) Cast the votes for Units within the Neighborhood; and (D) Keep the Secretary of the Community Association informed of changes in the ownership of Units as they occur, and the names and addresses of the new Members;

WHEREAS, the Neighborhood Association governing documents contain provisions pertaining to their respective Voting Representative as follows:

(i) Heritage Greens Single Family Homeowners Association, Inc.:

Section 3.12 of the Declaration of Covenants, Conditions and Restrictions for Heritage Greens Single Family Homes: "All votes of the members pertaining to the Community Association, except in the election of Trustees, shall be cast by the Voting Representative of this Neighborhood Association, as further provided in Sections 3.12 and 3.13 of the Bylaws. The failure of the Voting Representative to cast votes in the manner instructed by the Association or its members shall not invalidate the votes as cast. Nothing herein shall be construed to require or prohibit the use of secret ballots... Voting in the election of Trustees shall be by ballots the members personally cast, as further provided in the Bylaws."

Section 3.12 of the Bylaws of Heritage Greens Single Family Homes Homeowners Association, Inc.: "In accordance with the Bylaws of the Community Association, the Board of Directors shall, at least annually, appoint one member of the Association, who need not be a Director or officer, as the Association's Voting Representative to the Community Association. Written notice of the appointment shall be given to the Community Association. The Voting Representative shall attend meetings of the members of the Community Association, and shall cast, in a block, all votes of the meetings of the members of this Association on any and all questions which may arise, except the election of Trustees of the Community Association. The votes shall be cast in the manner directed by the Board of Directors, or absent such direction, in the manner determined by the Voting Representative. The Voting Representative shall also perform the other duties specified in Section 3.6 of the Community Association Bylaws. The Voting Representative shall serve at the pleasure of the Board of Directors."

Section 3.13 of the Bylaws of Heritage Greens Single Family Homeowners Association, Inc.: "To the extent feasible and practical, the Association shall poll its members on questions to be decided by a vote of the members in the Community Association, so that this Association's votes are more likely to be

cast in the manner preferred by the majority of members. If such a poll is conducted, the Board shall instruct its Voting Representative to cast all votes of the Association in a block, supporting the point of view preferred by the majority of the members who responded to the poll. The Voting Representative may not vote by proxy at the Community Association meetings, but the Board of Directors may designate in writing an alternative representative to substitute if the Voting Representative cannot attend any meeting of the Community Association.”

(ii) Club Homes I at Heritage Greens Association, Inc.:

Section 3.10 of the Declaration of Covenants, Conditions and Restrictions for Club Homes I at Heritage Greens: “All votes of the members pertaining to the Community Association, except in the election of Trustees, shall be cast by the Voting Representative of this Neighborhood Association, as further provided in Sections 3.12 and 3.13 of the Bylaws. The failure of the Voting Representative to cast votes in the manner instructed by the Association or its members shall not invalidate the votes as cast. Nothing herein shall be construed to require or prohibit the use of secret ballots...Voting in the election of Trustees shall be by ballots the members personally cast, as further provided in the Bylaws.”

Section 3.12 of the Bylaws of Club Homes I at Heritage Greens Association, Inc.: “In accordance with the requirements of the Bylaws of the Club, the Board of Directors shall, at least annually, appoint one member of the Association, who need not be a Director or officer, as the Association’s Voting Representative to the Club. Written notice of the appointment shall be given to the Club. The Voting Representative shall attend the meetings of the members of the Club, and shall cast, in a block, all votes of the members of this Association on any and all questions which may arise, except the election of Trustees of the Club. The votes shall be cast in the manner directed by the Board of Directors, or absent such direction, in the manner determined by the Voting Representative. The Voting Representative shall also perform the other duties specified in Section 3.6 of the Club Bylaws. The Voting Representative shall serve at the pleasure of the Board of Directors.”

Section 3.13 of the Bylaws of Club Homes I at Heritage Greens Association, Inc.: “To the extent feasible and practical, the Association shall poll its members on questions to be decided by a vote of the members in the Club, so that this Association’s votes are more likely to be cast in the manner preferred by the majority of members. If such a poll is conducted, the Board shall instruct its Voting Representative to cast all votes of the Association in a block, supporting the point of view preferred by the majority of the members who responded to the poll. The Voting Representative may not vote by proxy at the Club meetings, but the Board of Directors may designate in writing an alternative representative to substitute if the Voting Representative cannot attend any meeting of the Club.”

(iii) Club Homes II at Heritage Greens Association, Inc.:

Section 3.10 of the Declaration of Covenants, Conditions and Restrictions for Club Homes II at Heritage Greens: “All votes of the members pertaining to the Community Association, except in the election of Trustees, shall be cast by the Voting Representative of this Neighborhood Association, as further provided in Sections 3.12 and 3.13 of the Bylaws. The failure of the Voting Representative to cast votes in the manner instructed by the Association or its members shall not invalidate the votes as cast. Nothing herein shall be construed to require or prohibit the use of secret ballots...Voting in the election of Trustees shall be by ballots the members personally cast, as further provided in the Bylaws.”

Section 3.12 of the Bylaws of Club Homes II at Heritage Greens Association, Inc.: “In accordance with the requirements of the Bylaws of the Club, the Board of Directors shall, at least annually, appoint one

member of the Association, who need not be a Director or officer, as the Association's Voting Representative to the Club. Written notice of the appointment shall be given to the Club. The Voting Representative shall attend the meetings of the members of the Club, and shall cast, in a block, all votes of the members of this Association on any and all questions which may arise, except the election of Trustees of the Club. The votes shall be cast in the manner directed by the Board of Directors, or absent such direction, in the manner determined by the Voting Representative. The Voting Representative shall also perform the other duties specified in Section 3.6 of the Club Bylaws. The Voting Representative shall serve at the pleasure of the Board of Directors."

Section 3.13 of the Bylaws of Club Homes II at Heritage Greens Association, Inc.: "To the extent feasible and practical, the Association shall poll its members on questions to be decided by a vote of the members in the Club, so that this Association's votes are more likely to be cast in the manner preferred by the majority of members. If such a poll is conducted, the Board shall instruct its Voting Representative to cast all votes of the Association in a block, supporting the point of view preferred by the majority of the members who responded to the poll. The Voting Representative may not vote by proxy at the Club meetings, but the Board of Directors may designate in writing an alternative representative to substitute if the Voting Representative cannot attend any meeting of the Club."

(iv) Club Homes III at Heritage Greens Association, Inc.:

Section 3.10 of the Declaration of Covenants, Conditions and Restrictions for Club Homes III at Heritage Greens: "All votes of the members pertaining to the Community Association, except in the election of Trustees, shall be cast by the Voting Representative of this Neighborhood Association, as further provided in Sections 3.12 and 3.13 of the Bylaws. The failure of the Voting Representative to cast votes in the manner instructed by the Association or its members shall not invalidate the votes as cast. Nothing herein shall be construed to require or prohibit the use of secret ballots... Voting in the election of Trustees shall be by ballots the members personally cast, as further provided in the Bylaws."

Section 3.12 of the Bylaws of Club Homes III at Heritage Greens Association, Inc.: "In accordance with the requirements of the Bylaws of the Club, the Board of Directors shall, at least annually, appoint one member of the Association, who need not be a Director or officer, as the Association's Voting Representative to the Club. Written notice of the appointment shall be given to the Club. The Voting Representative shall attend the meetings of the members of the Club, and shall cast, in a block, all votes of the members of this Association on any and all questions which may arise, except the election of Trustees of the Club. The votes shall be cast in the manner directed by the Board of Directors, or absent such direction, in the manner determined by the Voting Representative. The Voting Representative shall also perform the other duties specified in Section 3.6 of the Club Bylaws. The Voting Representative shall serve at the pleasure of the Board of Directors."

Section 3.13 of the Bylaws of Club Homes III at Heritage Greens Association, Inc.: "To the extent feasible and practical, the Association shall poll its members on questions to be decided by a vote of the members in the Club, so that this Association's votes are more likely to be cast in the manner preferred by the majority of members. If such a poll is conducted, the Board shall instruct its Voting Representative to cast all votes of the Association in a block, supporting the point of view preferred by the majority of the members who responded to the poll. The Voting Representative may not vote by proxy at the Club meetings, but the Board of Directors may designate in writing an alternative representative to substitute if the Voting Representative cannot attend any meeting of the Club."

(v) Club Homes IV at Heritage Greens Association, Inc.:

Section 3.10 of the Declaration of Covenants, Conditions and Restrictions for Club Homes IV at Heritage Greens: "All votes of the members pertaining to the Community Association, except in the election of Trustees, shall be cast by the Voting Representative of this Neighborhood Association, as further provided in Sections 3.12 and 3.13 of the Bylaws. The failure of the Voting Representative to cast votes in the manner instructed by the Association or its members shall not invalidate the votes as cast. Nothing herein shall be construed to require or prohibit the use of secret ballots... Voting in the election of Trustees shall be by ballots the members personally cast, as further provided in the Bylaws."

Section 3.12 of the Bylaws of Club Homes IV at Heritage Greens Association, Inc.: "In accordance with the requirements of the Bylaws of the Club, the Board of Directors shall, at least annually, appoint one member of the Association, who need not be a Director or officer, as the Association's Voting Representative to the Club. Written notice of the appointment shall be given to the Club. The Voting Representative shall attend the meetings of the members of the Club, and shall cast, in a block, all votes of the members of this Association on any and all questions which may arise, except the election of Trustees of the Club. The votes shall be cast in the manner directed by the Board of Directors, or absent such direction, in the manner determined by the Voting Representative. The Voting Representative shall also perform the other duties specified in Section 3.6 of the Club Bylaws. The Voting Representative shall serve at the pleasure of the Board of Directors."

Section 3.13 of the Bylaws of Club Homes IV at Heritage Greens Association, Inc.: "To the extent feasible and practical, the Association shall poll its members on questions to be decided by a vote of the members in the Club, so that this Association's votes are more likely to be cast in the manner preferred by the majority of members. If such a poll is conducted, the Board shall instruct its Voting Representative to cast all votes of the Association in a block, supporting the point of view preferred by the majority of the members who responded to the poll. The Voting Representative may not vote by proxy at the Club meetings, but the Board of Directors may designate in writing an alternative representative to substitute if the Voting Representative cannot attend any meeting of the Club."

(vi) Colonial Links Villas at Heritage Greens Association, Inc.

Section 5.3 of the Declaration of Protective Covenants, Restrictions and Easements for Colonial Links Villas at Heritage Greens: "The Owners shall also be members of the Community Association. The Community Association has been organized for the purpose of administering the covenants and obligations relating to the Common Areas as set forth in the Covenants. AS members of the Community Association, all Owners acquire the benefits as to the use of the Common Areas and the obligation to pay assessments to the Community Association."

Section 3.12 of the Bylaws of Colonial Links Villas at Heritage Greens Association, Inc.: "In accordance with the requirements of Section 11.6 of the Covenants and Sections 2.3 and 3.6 of the Bylaws of the Community Association, the Board of Directors shall, at least annually, appoint one member of the Association, who need not be a Director or officer, as the Association's Voting Representative ("Voting Representative") to the Community Association. The Association shall give written notice of the appointment to the Community Association. The Voting Representative shall attend the meetings of the members of the Community Association, and shall cast, in a block, all votes of the members of the Association on any and all questions which may arise, except the election of Directors of the Community Association. The votes shall be cast in the manner directed by the Board of Directors, or absent such direction, in the manner determined by the Voting Representative. The Voting Representative shall also

perform the other duties specified in Section 3.6 of the Bylaws of the Community Association. The Voting Representative shall serve at the pleasure of the Board.”

Section 3.13 of the Bylaws of Colonial Links Villas at Heritage Greens Association, Inc.: “To the extent feasible and practical, the Association shall poll its members on questions to be decided by a vote of the members of the Community Association, so that this Association’s votes are more likely to be cast in the manner preferred by the majority of members. If such a poll is conducted, the Board shall instruct its Voting Representative to cast all votes of the Association in a block, supporting the point of view preferred by the majority of the Members who responded to the poll. The Voting Representative may not vote by proxy at Community Association meetings, but the Board may designate in writing an alternative representative to substitute if the Voting Representative cannot attend any meeting of the members of the Community Association.”

(vii) Colonial Links Condominium at Heritage Greens Association, Inc.

Section 11.2 of the Declaration of Condominium of Colonial Links Condominium at Heritage Greens: “Every member of the Association shall also be a member of the Community Association. When the membership of the community Association votes, one (1) vote may be cast for each Unit as provided in the Covenants, the Community Association Articles and the community Association Bylaws.”

Article X of the Articles of Incorporation of Colonial Links Condominium at Heritage Greens Association, Inc.: “All of the powers and duties of the Association shall be exercised by the Board in accordance with the provisions of the Act and the Condominium Documents, where applicable, and shall include, but not limited to, the following: . . . M. To appoint, at least annually, one Member of the Association to serve as the Association’s voting representative to the community Association.”

(viii) Crestview Villas at Heritage Greens Association, Inc.

Section 5.3 of the Declaration of Protective Covenants, Restrictions and Easements for Crestview Villas at Heritage Greens: “The Owners shall also be members of the Community Association. The Community Association has been organized for the purpose of administering the covenants and obligations relating to the Common Areas as set forth in the Covenants. As members of the Community Association, all Owners acquire the benefits as to the use of the Common Areas and the obligation to pay assessments to the Community Association.”

Section 3.12 of the Bylaws of Crestview Villas at Heritage Greens Association, Inc.: “In accordance with the requirements of Section 11.6 of the Covenants and Sections 2.3 and 3.6 of the Bylaws of the Community Association, the Board shall, at least annually, appoint one Member of the Association, who need not be a Director or officer, as the Association’s Voting Representative (“Voting Representative”) to the Community Association. The Association shall give written notice of the appointment to the Community Association. The Voting Representative shall attend the meetings of the Members of the Community Association, and shall cast, in a block, all votes of the Members of the Association on any and all questions which may arise, except the election of Directors of the Community Association. The votes shall be cast in the manner directed by the Board, or absent such direction, in the manner determined by the Voting Representative. The Voting Representative shall also perform the other duties specified in Section 3.6 of the Bylaws of the Community Association. The Voting Representative shall serve at the pleasure of the Board.”

Section 3.13 of the Bylaws of Crestview Villas at Heritage Greens Association, Inc.: "To the extent feasible and practical, the Association shall poll its Members on questions to be decided by a vote of the Members of the Community Association, so that this Association's votes are more likely to be cast in the manner preferred by the majority of the Members. If such a poll is conducted, the Board shall instruct its Voting Representative to cast all votes of the Association in a block, supporting the point of view preferred by the majority of the Members who responded to the poll. The Voting Representative may not vote by proxy at Community Association meetings, but the Board may designate in writing an alternative representative to substitute if the Voting Representative cannot attend any meeting of the Members of the Community Association."

(ix) Crestview Condominium at Heritage Greens Association, Inc.

Section 11.2 of the Declaration of Condominium of Crestview Condominium at Heritage Greens: "Every member of the Association shall also be a member of the Community Association. When the membership of the community Association votes, one (1) vote may be cast for each Unit as provided in the Covenants, the Community Association Articles and the community Association Bylaws."

Article X of the Articles of Incorporation of Crestview Condominium at Heritage Greens Association, Inc.: "All of the powers and duties of the Association shall be exercised by the Board in accordance with the provisions of the Act and the Condominium Documents, where applicable, and shall include, but not limited to, the following: . . . M. To appoint, at least annually, one Member of the Association to serve as the Association's voting representative to the community Association."

WHEREAS, it is the intent that this Resolution shall remain in effect until otherwise rescinded, modified, or amended by a majority of the Board of Directors.

NOW, THEREFORE, BE IT RESOLVED THAT AS OF THE DATE OF THIS RESOLUTION:

1. All Neighborhood Associations shall notify the Community Association of its designated Voting Representative no later than January 1st of each calendar year. Voting Reps for each Neighborhood Association serve at the pleasure of their respective Board of Directors. Such Voting Representative shall serve for one (1) year unless otherwise determined to be cut short by the Neighborhood Association Board of Directors and such notification shall also include a mailing address for Community Association notice purposes. Neighborhood Association Board of Directors may designate in writing an alternative representative to substitute if the assigned Voting Representative cannot attend any meetings of the Community Association.
2. In the event any Neighborhood Voting Representative shall cease to serve for any reason, the respective Neighborhood Association Board shall provide a replacement representative within fourteen (14) days of the vacancy created, including any Board member.
3. Any Community Association meeting of the Voting Representatives called for the purpose of a member (voting interest) vote will be presided over by the Community Association Board President.
4. Neighborhood Voting Representatives shall agree to fulfill the duties contained in the Community Association Bylaws, Article 3:
 - a. Receiving Community Association notices – Written notice of meetings shall be mailed or hand-delivered to the Neighborhood Association Voting Representative. Thereafter, it shall be the

responsibility of the Neighborhood Association to notify the owners of their respective Lots and Living Units.

- b. Representing the Members of that particular Neighborhood Association or Committee at Community Association meetings – The participation of Neighborhood Voting Representatives at Community Association meetings is vital to administration of the Community Association. Voting Representative participation may be in-person or via teleconference call at any meeting called for the purpose of administration of Community Association business duly noticed to the Neighborhood Voting Representatives. In the event any Voting Representative is absent from two (2) or more consecutive meetings at which their presence is necessary to conduct business or otherwise fails to fulfil their obligations, the Community Association Board shall notify the respective Neighborhood Association of the observed lack of participation and may request a replacement Voting Representative, which decision shall be the sole discretion of that respective Neighborhood Association Board of Directors.
- c. Casting votes for Units within the Neighborhood – Votes cast shall be in accordance with the guidelines provided in the Neighborhood Associations' respective governing documents.
- d. Keeping the Secretary of the Community Association informed of ownership of Units as they occur, and the names and addresses of new Members.

I certify that the foregoing resolution was adopted at the meeting of the board of directors of Heritage Greens Community Association, Inc. on **December 19, 2019**.



Suzanne Rivara, President

Date: 12/19/19