

**THIRD AMENDMENT  
TO BYLAWS OF  
PINE RIDGE TOWNHOMES PROPERTY OWNERS ASSOCIATION**

The undersigned, being the President and Secretary of the Pine Ridge Townhomes Property Owners Association, Inc. hereby certify, that at a Special Meeting of the Executive Board held on the fifteenth (15) day of December 2025, which occurred more than thirty (30) days after notice to all Members of the proposed changes to the Bylaws the following Amendments were approved:

**ARTICLE V**

**MEETINGS OF MEMBERS** *was amended as follows:*

**Section 1. Annual Meeting.** The Annual Meeting of Members shall be held in each year, commencing in 1996, on such date and at such time and at such place as shall be fixed by the Executive Board and specified in the notice of the meeting. The Annual Meeting of Members shall be held on a business day or Saturday. Failure to hold an Annual Meeting shall not work in forfeiture or dissolution of the Association, nor remove any officer or director from office. Members may attend in person or by electronic video conference or telephonic communication method whereby the Member may be heard by the other Members of the Association and may hear the deliberations of the other Association Members on any matter properly brought before the Association.

**Section 2. Budget Meeting.** A meeting of the Owners to consider ratification of each proposed Association budget shall be called and set by the Executive Board for a date not less than ten (10) days nor more than sixty (60) days after sending by electronic email a summary of such proposed budget to all Owners, in accordance with the Act. Ratification of such budget may be considered at the Annual Meeting or at a Special Meeting called for other purposes as well, provided such meeting is held within the time period required by the preceding sentence. Members may attend in person or by electronic video conference or telephonic communication method whereby the Member may be heard by the other Members of the Association and may hear the deliberations of the other Association Members on any matter properly brought before the Association.

**Section 3. Special Meetings.** Special Meetings of the Members shall be called by a majority of the directors or by the president or upon written request of Owners having at least 20% of the total votes of the Members. Business transacted at any Special Meeting shall be confined to the purposes stated in the notice thereof. Members may attend in person or by electronic video conference or telephonic communication method whereby the Member may be heard by the other Members of the Association and may hear the deliberations of the other Association Members on any matter properly brought before the Association.

**Section 4. Notice of Meeting.** Written notice of each meeting of the Members shall be given by, or at the direction of, the secretary or other member of the Executive Board, by sending a copy of such notice by electronic email, at least ten (10) days and not more than fifty (50) days before such meeting to each Member entitled to vote thereat, addressed to the Member's most current electronic email address as determined pursuant to Section 13.05 of the Declaration or to any other mailing address designated in writing by the Unit Owner to the Association. Such notice shall specify the place, day and hour of the meeting, and items on the agenda, including the general nature of any proposed

amendment to the Declaration or Bylaws, any budget changes, and any proposal to remove an office or member of the Executive Board. The secretary or managing agent of the Association shall give notice of a regular or special meeting of the Members at the Association's expense. Any Owner may, at any time, waive notice of any meeting of the Unit Owners in writing, and the waiver shall thereby be deemed the equivalent to the receipt of notice.

**Section 5. Quorum.** Except as otherwise provided in these Bylaws, the presence in person or by electronic video conference or telephonic communication method whereby the Member may be heard by the other Members of the Association and may hear the deliberations of the other Association Members on any matter properly brought before the Association or by proxy of Members able to vote who are entitled to vote forty percent (40%) of the total votes allotted to all Units shall constitute a quorum for the transaction of business. All questions shall be decided by a vote of the majority of the votes represented at the meeting, except as otherwise provided by law, by the Articles of Incorporation, by the Declaration, or by these Bylaws. No cumulative voting shall be allowed on any question or in the election of directors.

**Section 13. Decisions Without a Meeting.** A vote of Members may be obtained by mail or by electronic email if the Executive Board so resolves, and if the ballot to all Members is mailed or by sent electronic email by the secretary or other member of the Executive Board or managing agent of the Association and contains the exact question or questions submitted for vote and ballot by mail or by electronic email and a brief explanation of same and the position of the Executive Board with respect thereto, and if a reasonable time is allowed for return of ballots before the vote is counted. A decision on a question submitted to mail or electronic email vote shall not be considered passed, approved and effective unless at least seventy-five percent (75%) of the votes of the entire Association shall be represented by returns received from Members and unless fifty-one percent (51%) of the votes received are cast in the affirmative on such submitted question. Such mail or electronic email vote shall not be permitted as respect to any matter which by law, by the Declaration, by the Articles of Incorporation or by these Bylaws, requires more than a majority of Members. The Annual Meeting of Members shall not be handled by mail or electronic email.

## **ARTICLE XII**

### **BUDGET AND ASSESSMENTS was amended as follows:**

**Section 2. Ratification of Budget by Members.** Within thirty (30) days after adoption by the Executive Board of any proposed budget for the Project, the Executive Board shall send by electronic email, a copy of the budget, as adopted, or a summary thereof, to all Members and shall set a date for a meeting, which may be the Annual Meeting of Members, to consider ratification of the budget, such meeting to be not less than ten (10) days nor more than sixty (60) days after sending by electronic email the copy or summary of the budget. Members may attend in person or by electronic video conference or telephonic communication method whereby the Member may be heard by the other Members of the Association and may hear the deliberations of the other Association Members on any matter properly brought before the Association.

Unless at that meeting Owners having a majority of the votes of all Members reject the budget, the budget is ratified, whether or not a quorum is present. In the event that the proposed budget is rejected by the affirmative vote of Owners having a majority of the votes of all members, the periodic budget last ratified by the Members shall be continued until such time as the Members ratify a subsequent budget proposed by the Executive Board.

**Section 13.**     **Management Fee.** The management fee payable by the Association to its managing agent pursuant to Section 6.04 of the Declaration shall be left up to the Executive Board to negotiate with the managing agent selected.

**ARTICLE XVII**

**NOTICES** was amended as follows:

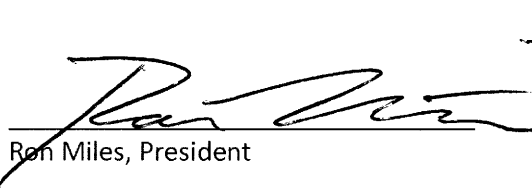
**Section 1.**     **Notices.** Notices to Directors and Members shall be in writing and delivered personally, or mailed, or sent by electronic email to the Directors and Members at their address appearing on the books of the Association, except as otherwise permitted in these Bylaws. Notice by mail shall be deemed to be given at the time when deposited in the United States Postal Service (USPS) mail addressed to the Member or Director at their address as it appears on the books of the Association, with postage thereon prepaid. Notice by electronic email shall be deemed to be given as recorded on the device from which the notice is sent when addressed to the Member or Director at their electronic email address as it appears on the books of the Association unless the sender receives an automated message that the email has not been delivered. Notices to Directors may also be given by telephone personally connected to the Director and by facsimile transmission to the FAX number of such Director.

**ARTICLE XVIII**

**MISCELLANEOUS** was amended as follows:

**Section 1.**     **Fiscal Year.** The fiscal year of the Association shall be October 1 through September 30.

The foregoing Third Amendment to Bylaws was adopted unanimously on the 15th day of December, 2025.

  
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Ron Miles, President

  
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Trent Keller Secretary