

Prepared by and returned to:

Becker & Poliakoff, P.A.
Yeline Goin, Esquire
12140 Carissa Commerce Court, Suite 100
Fort Myers, FL 33966

CERTIFICATE OF AMENDMENT
SECOND AMENDED AND RESTATED
BYLAWS
ROTONDA WEST ASSOCIATION, INC.

I HEREBY CERTIFY that the following amendment to the Second Amended and Restated Bylaws of Rotonda West Association, Inc. (formerly Rotonda West Waterway Maintenance Association, Inc.) was duly adopted by the Board of Directors at the duly noticed Board Meeting held on the 11th day of June 2026. Said amendment was approved by a proper percentage of the Directors of the Association. The original Declaration of Restrictions for Rotonda West is recorded in O.R. Book 767, Page 721 *et seq.*, of the Public Records of Charlotte County, Florida. The Amended Restatement of Restrictions is recorded in Instrument #3589215 of the Public Records of Charlotte County, Florida.

The Second Amended and Restated Bylaws are recorded at Official Records Book 4825, Page 1432 *et seq.* of the Public Records of Charlotte County, Florida.

The property encompassed by the Declaration of Restrictions is further described by the following Plats: Rotonda Pinehurst recorded in Plat Book 8, Pages 12A through 12K; Rotonda Pebble Beach recorded in Plat Book 8, Pages 13A through 13L; Rotonda Oakland Hills recorded in Plat Book 8, Pages 15A through 15K and Plat Book 10, Page 3; Rotonda Pine Valley recorded in Plat Book 8, Pages 16A through 16K; Rotonda White Marsh recorded in Plat Book 8, Pages 17A through 17L; Rotonda Broadmoor recorded in Plat Book 8, Pages 18A through 18L; and Rotonda Long Meadow recorded in Plat Book 8, Pages 19A through 19K; all of the Public Records of Charlotte County, Florida.

Additions indicated by underlining.
Deletions indicated by ~~striking through~~.

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Amendment No. 1: Article II, Section 2, Second Amended and Restated Bylaws

**ARTICLE II
DIRECTORS**

(Article II, Section 1 Remains Unchanged)

Section 2. ELECTION NOTICE AND PROCEDURE. The regular election of Directors shall occur as the first item of business at the annual meeting.

A. Election to the Board of Directors shall be by written secret ballot or by electronic voting as provided in Section 720.317, Florida Statutes, as amended from time to time. Members may vote in advance of the annual meeting, provided that the written secret ballot or electronic vote is received by the Association, or its designated representative, no later than ~~5:00~~ 4:00 PM on the day three (3) days before the annual meeting, or may vote in person at the annual meeting. A member may cast as many votes as they are entitled to exercise under the provisions of the Declaration of Restrictions or these By-Laws. The persons receiving a plurality of the votes cast for that office shall be elected. Cumulative voting is not permitted.

(Remainder of Article II Remains Unchanged)

Amendment No. 2: Article VII, Section 2, Second Amended and Restated Bylaws

**ARTICLE VII
FINANCES**

(Article VII, Section 1 Remains Unchanged)

Section 2. CHECKS: ~~All checks or demands for money and notes of the Association shall be signed by any one of the following officers: President, Vice-President(s), Secretary or Treasurer or by such officer or such other person or persons as the Board of Directors may from time to time designate, unless changed by Resolution of the Board of Directors. Two authorized signatures are required for any check exceeding One Hundred and Fifty Dollars (\$150.00). Two directors are required to authorize payments of bills up to \$149.99, the intent being that the two directors will review the bill and authorize the payment prior to a payment being made electronically, either through automatic bank withdrawal or through a credit card payment. Electronic payment of bills of \$150.00 or more is not permitted. All checks, drafts, or other orders for the payment of money, and all notes of the Association, shall be signed by the President, Vice-President(s), Secretary, or Treasurer, or by such other person(s) as the Board of Directors may designate.~~

Two authorized signatures are required for any check exceeding Five Hundred Dollars (\$500.00).

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Payments of Five Hundred Dollars (\$500.00) or less may be approved by any one authorized officer, provided the expense is consistent with the approved budget or prior Board direction.

The Association may make electronic payments, including but not limited to ACH transfers, automatic withdrawals, wire transfers, and credit or debit card payments, for routine, recurring, or operational expenses such as payroll, insurance, utilities, subscriptions, and contractual obligations.

Electronic payments exceeding Five Hundred Dollars (\$500.00) are permitted, provided they are consistent with the approved budget, a contract, or standard business operations of the Association.

A monthly summary of all electronic payments, including ACH transactions, shall be presented to the Board of Directors. Such report shall be reviewed and acknowledged by at least two authorized signatories, as evidenced by their signatures, to confirm oversight and approval of the transactions.

(Remainder of Article VII Remains Unchanged, Except as Indicated Below)

Amendment No. 3: Article VII, Section 3, Second Amended and Restated Bylaws

**ARTICLE VII
FINANCES**

(Article VII, Section 1 and Section 2 Remain Unchanged, Except as Indicated Above)

~~Section 3. ASSOCIATION EXPENDITURES: Prior to any Association expenditures in excess of Six Thousand Dollars (\$6,000.00), the Association shall solicit and attempt to obtain three (3) independent quotations of price or proposals for services prior to such expenditure. Upon receipt of such quotations or proposals the Board of Directors may authorize such expenditure as it sees fit based on price, quality or any other factor within the discretion of the Board of Directors. The Association shall obtain competitive bids if required by Section 720.3055(2), Florida Statutes, as amended from time to time.~~

~~For expenditures in excess of Twelve Thousand Dollars (\$12,000.00), the Association shall advertise in a newspaper of general circulation a solicitation of proposals for such expenditure. After publication, the Board of Directors may authorize such expenditure as it sees fit based on price, quality or any other factor within the sound discretion of the Board of Directors.~~

For discretionary capital expenditures in excess of ten percent (10%) of the total annual operating budget, the Association shall, prior to any such expenditure, obtain the approval of the membership. Approval of the membership for discretionary capital expenditures in excess of ten

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percent (10%) of the total annual operating budget shall require an affirmative vote of a majority of all members casting a vote in person or by absentee ballot. Discretionary capital expenditures as used herein shall mean expenditures not required as part of the routine or necessary maintenance, repair and replacement responsibility of the Association.

Discretionary capital expenditures shall not include expenditures in excess of ten percent (10%) of the total annual operating budget occasioned by flood, storms or other acts of God.

~~In addition to the foregoing expenditure requirements, the Association will comply with the competitive bidding requirements of Section 720.3055(2), Florida Statutes, as amended from time to time.~~

(Remainder of Article VII Remains Unchanged)

Amendment No. 4: Article VIII, Section D., Second Amended and Restated Bylaws

**ARTICLE VIII
ASSESSMENTS**

(Article VIII, Sections A., B., and C. Remain Unchanged)

D. At the time an assessment becomes delinquent, a notice of late assessment shall be mailed by first class United States mail to the Owner at his or her last address as reflected in the Association's records and, if such address is not the parcel address, must also be sent by first class United States mail to the parcel address, or as otherwise required by Section 720.3085(3)(d), as amended from time to time. The notice of late assessment shall be substantially similar to the "Notice of Late Assessment" form in Section 720.3085(3)(d), Florida Statutes, as amended from time to time, and pre-lien letter, if required by law, shall be mailed to the Lot/Tract Owner by registered or certified mail, return receipt requested, and first-class United States mail, which notice shall include the amount of the delinquent payment, the administrative late fee, the cost of the registered or certified mail, return receipt requested, and first-class United States mail, reasonable costs and expenses associated with the collection of said debt and the total amount remaining unpaid.

(Remainder of Article VIII Remains Unchanged)

WITNESSES (TWO):

ROTONDA WEST ASSOCIATION, INC.

Kelsey Stewart
Witness #1 Signature
Kelsey Stewart
Witness #1 Printed Name

BY: Andrew VanScyoc
Andrew VanScyoc, President
646 Rotonda Circle
Rotonda West, FL 33947

646 Rotonda Cir.
Rotonda West, FL 33947
Witness #1 Address

Date: 7-21-2026

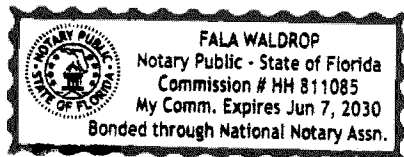
Snowich
Witness #2 Signature
Sheri Nowicki
Witness #2 Printed Name

(CORPORATE SEAL)

ROTONDA WEST ASSOCIATION INC.
646 ROTONDA CIRCLE
ROTONDA WEST, FL 33947
Witness #2 Address

STATE OF Florida)
) SS:
COUNTY OF Charlotte)

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization this 21 day of July 2026, by **Andrew VanScyoc** as President of **Rotonda West Association, Inc.**, a Florida Corporation, on behalf of the corporation. He is ☒ personally known to me or ☐ has produced (type of identification) _____ as identification.



Fala Waldrop
Notary Public
Fala Waldrop
Printed Name

My commission expires: June 7, 2030