

The Meadows at WGV – Board of Director’s Regular Business Meeting
November 14, 2024 at 7:00 P.M. – Online & via Phone **

Agenda

VOTE ON 2025 OPERATING BUDGET & 2025 GENERAL ASSESSMENT

Meeting Called to Order
Opening Remarks
Review and Acceptance of Minutes *(Deferred)*
Reports of Officers, and Committees *(Deferred)*

Special Order

- Approval of 2025 Operating Budget for HOA
- Setting the General Assessment Due for 2025

Old Business

- Public Notice Board within Community
- Landscaping - Entrance Way
- Bank Account Agreement Resolution
- Corporate Register Agent Change
- Corporate Physical Address Change
- Federal Corporate Transparency Act – Deadline & Penalty

New Business

- 2025 Calendar of Regular Meetings of Board of Directors
- Policy-Procedure for Online Document Access Portal
- Policy-Procedure for Association Records Retention
- Policy and Standard for Hurricane Protection Specifications
- Policy-Procedure for Marketable Record Title Act (MRTA)
- Policy and Standard for Reasonableness Standard
- Review and Update of Website Privacy Policy
- Review and Update of Enforcement, Violation Notices, and Fines Procedure
- Rules & Regulations Update for recent changes
- Architectural Guidelines Update for recent changes
- Letter to SJC BCC - 315 Meadowlark Lane

Open to those attending for comments, feedback and questions

- Additional comments, feedback and questions

Closing Remarks

Adjournment



Event Info

**** Web & Phone Connection Information:** <https://themeadowswgv.com/>

On HOA Web Site – Home Page – Bottom - Association Events Section

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Join Zoom Meeting - Video Conference (On-Line) & By Phone (Voice Only)

Register in advance for this meeting:

<https://zoom.us/meeting/register/tJwkd--vpjwrH9MukB2GPDk6pr43LFfyc3Mp>

After registering, you will receive a confirmation email containing information about joining the meeting.

The Meadows at WGV HOA		Approved 2024 Budget @ \$288/yr			Proposed 2025 Budget @ \$305/yr	
Description		Income/Expense Actual Jan-Sep 2024	Operating Budget Jan-Sep 2024	Budget Year 2024	Budget Year 2025	\$/Lot Change to 2024 Budget
				@ \$288/year	@ \$305/Year	\$17.00/Lot
INCOME:						
4110	Assessments Charged (Curr. Yr)	\$86,400.00	\$86,400.00	\$115,200.00	\$122,000.00	\$17.00
4400	Interest & Late Fees - Owners	\$1,575.15	\$1,649.97	\$2,200.00	\$1,000.00	(\$3.00)
4410	Interest Income - Operating	\$27.64	\$9.00	\$12.00	\$12.00	
4999	Use of Prior Year Surplus (Carry Over)	\$3,715.20	\$3,715.20	\$4,953.64	\$0.00	(\$12.38)
TOTAL INCOME		\$91,717.99	\$91,774.17	\$122,365.64	\$123,012.00	\$1.62
EXPENSES:						
General & Administrative						
5105	Bad Debt Expense	\$573.77	\$1,800.00	\$2,400.00	\$1,000.00	(\$3.50)
5110	Corporate Report Filings	\$61.25	\$82.53	\$110.00	\$110.00	
5120	Insurance Expense	\$6,462.65	\$7,031.25	\$9,375.00	\$9,375.00	
5125	Audit & Tax Services	\$250.00	\$187.47	\$250.00	\$250.00	
5130	Legal & Professional Fees	\$5,499.29	\$5,400.00	\$7,200.00	\$5,500.00	(\$4.25)
5140	Management Fees	\$10,800.00	\$21,600.00	\$28,800.00	\$31,800.00	\$7.50
5160	Office Expense	\$5,594.90	\$4,650.03	\$6,200.00	\$6,300.00	\$0.25
	* Office Expense Bulk Printing & Delivery	\$3,958.89	\$2,437.52	\$3,250.00	\$2,850.00	
	* Office Expense Meeting Room/Zoom	\$359.90	\$281.25	\$375.00	\$380.00	
	* Office Expense Copies, Postage, Delivery & Supplies	\$1,276.11	\$1,931.26	\$2,575.00	\$3,070.00	
5240	Records Storage	\$413.01	\$810.00	\$1,080.00	\$900.00	(\$0.45)
Grounds Maintenance						
6010	Landscape Maint Contract	\$31,431.18	\$31,740.48	\$42,320.64	\$43,272.00	
6020	Landscape Remediation	\$9,040.05	\$6,052.50	\$8,070.00	\$8,070.00	
6050	Irrigation Repairs & Maint	\$845.15	\$1,800.00	\$2,400.00	\$2,440.00	
6060	Lake Maint Contract	\$4,275.00	\$4,590.00	\$6,120.00	\$5,820.00	(\$0.75)
6515	Grounds Repairs & Maint	\$54.17	\$375.03	\$500.00	\$500.00	
Utilities						
7040	Electricity	\$4,941.52	\$5,024.97	\$6,700.00	\$6,835.00	\$0.34
	* Electricity-Entrance Lamps & Well	\$1,094.42	\$1,033.19	\$1,377.60	\$1,405.36	
	* Electricity-Entrance Notice Board	\$255.00	\$267.52	\$356.70	\$363.89	
	* Electricity-Street Lights	\$3,592.10	\$3,724.27	\$4,965.70	\$5,065.76	
Reserves Transfer						
8160	Resv Trsf-Signage Incident Rec-Rest Resv	\$630.00	\$630.00	\$840.00	\$840.00	
TOTAL EXPENSES		\$80,871.94	\$91,774.26	\$122,365.64	\$123,012.00	\$1.62
OPERATING FINANCIAL CONDITION						
9900	STATUS OF INCOME-TO-EXPENSES	\$7,130.85	(\$0.09)	\$0.00	\$0.00	\$0.00

The Meadows at WGV HOA		2024 Budget @ \$288/yr	2025 Budget @ \$305/yr
Description		Budget - Year 2024	Budget - Year 2025
		@ \$288/year	@ \$305/Year
INCOME:			
4110	Assessments Charged (Curr. Yr)	\$115,200.00	\$122,000.00
4400	Interest & Late Fees - Owners	\$2,200.00	\$1,000.00
4410	Interest Income - Operating	\$12.00	\$12.00
4415	Interest Income - Reserves	\$0.00	\$0.00
4416	Allocate Interest to Reserves	(\$0.00)	(\$0.00)
4999	Use of Prior Year Surplus (Carry Over)	\$4,953.64	\$0.00
TOTAL INCOME		\$122,365.64	\$123,012.00
EXPENSES:			
General & Administrative			
5105	Bad Debt Expense	\$2,400.00	\$1,000.00
5110	Corporate Report Filings	\$110.00	\$110.00
5120	Insurance Expense	\$9,375.00	\$9,375.00
5125	Audit & Tax Services	\$250.00	\$250.00
5130	Legal & Professional Services	\$7,200.00	\$5,500.00
5140	Management Contract	\$28,800.00	\$31,800.00
5160	Office Expense	\$6,200.00	\$6,300.00
5160-10	* Office Expense Bulk Printing & Delivery	\$3,250.00	\$2,850.00
5160-20	* Office Expense Meeting Room/Zoom	\$375.00	\$380.00
5160-30	* Office Expense Copies, Postage, Delivery & Supplies	\$2,575.00	\$3,070.00
5240	Records Storage	\$1,080.00	\$900.00
Grounds Maintenance			
6010	Landscape Maint Contract	\$42,320.64	\$43,272.00
6020	Landscape Remediation	\$8,070.00	\$8,070.00
6050	Irrigation Repairs & Maint	\$2,400.00	\$2,440.00
6060	Lake Maint Contract	\$6,120.00	\$5,820.00
6515	Grounds Repairs & Maint	\$500.00	\$500.00
Utilities			
7040	Electricity	\$6,700.00	\$6,835.00
7040-10	* Electricity-Entrance Lamps & Well	\$1,377.60	\$1,405.36
7040-20	* Electricity-Entrance Notice Board	\$356.70	\$363.89
7040-30	* Electricity-Street Lights	\$4,965.70	\$5,065.76
Reserves Transfer			
8160	Resv Trsf-Signage Incident Rec-Rest Resv	\$840.00	\$840.00
TOTAL EXPENSES		\$122,365.64	\$123,012.00
OPERATING FINANCIAL CONDITION			
9900	Status Of Income-To-Expenses	\$0.00	\$0.00

The Meadows at World Golf Village HOA 2025

JANUARY

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY

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MARCH

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APRIL

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MAY

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JUNE

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29	30					

JULY

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AUGUST

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31						

SEPTEMBER

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28	29	30				

OCTOBER

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26	27	28	29	30	31	

NOVEMBER

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30						

DECEMBER

Su	Mo	Tu	We	Th	Fr	Sa
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21	22	23	24	25	26	27
28	29	30	31			



Regular BOD Meeting



Tentative BOD Dates if Needed



Annual Members Meeting

**RESOLUTION OF THE BOARD OF DIRECTORS OF
THE MEADOWS AT WORLD GOLF VILLAGE HOMEOWNERS ASSOCIATION, INC.
dba THE MEADOWS OF WORLD GOLF VILLAGE**

MOTION TO IMPLEMENT ONLINE DOCUMENT WEB ACCESS PORTAL

WHEREAS, Florida House Bill 1203 (2024) has amended Florida Statute 720.303(4)(b) to require homeowners associations with 100 or more parcels to maintain certain official records on a website by January 1, 2025; and

WHEREAS, The Meadows at World Golf Village Homeowners Association, Inc. ("Association") consists of 400 parcels and is therefore subject to these new requirements; and

WHEREAS, the Association must establish and maintain a secure, password-protected area on its website as a web portal that is accessible only to parcel owners and Association employees; and

WHEREAS, Florida Statute 720.303(4)(b) requires specific documents to be posted, including but not limited to articles of incorporation, bylaws, declarations, rules, contracts, budgets, financial reports, insurance policies, director certifications, meeting notices, and agendas; and

WHEREAS, Florida Statute 720.303(5)(g) specifically prohibits certain records from being accessible to members or parcel owners, including attorney-client privileged records, information connected with the lease, sale, or transfer of a parcel, personnel records, medical records, personal identifying information, electronic security measures and passwords, Association software and operating systems, and certain affirmative acknowledgments; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors hereby authorizes the implementation of an Online Document Web Access Portal accessible from our website (themeadowswgv.com) that complies with Florida Statute 720.303(4)(b) by January 1, 2025; and

BE IT RESOLVED FURTHER, that the web portal shall include all required documents as specified in the statute while ensuring that protected information under 720.303(5)(g) is either excluded or properly redacted; and

BE IT RESOLVED FURTHER, that the Association shall provide parcel owners with unique usernames and passwords upon written request to access the protected web portal section of the association's website within 10 business days of receiving the request; and

BE IT RESOLVED FURTHER, that the Board authorizes necessary expenditures to implement and maintain the web portal in compliance with state law; and

BE IT RESOLVED FURTHER, that the Association's management is directed to ensure proper security measures are in place to protect sensitive information and maintain compliance with all applicable laws and regulations, including regularly reviewing and updating the web portal as needed; and

BE IT FURTHER RESOLVED that this policy shall take effect immediately and shall be fully implemented no later than January 1, 2025.

Exhibits:

SCHEDULE A - REQUIRED HOA DOCUMENTS TO BE POSTED ON WEB PORTAL - Pursuant to F.S. 720.303(4)(b)

**SCHEDULE B - RECORDS/INFORMATION EXCLUDED FROM INSPECTION AND COPYING ON HOA WEB PORTAL -
Pursuant to F.S. 720.303(5)(g)**

Adopted by the Association's Board of Directors at its duly noticed meeting and at which a quorum was present, held on the ____ day of _____, 2024

Moved by: _____

Seconded by: _____

SCHEDULE A

REQUIRED HOA DOCUMENTS TO BE POSTED ON WEB PORTAL

Pursuant to F.S. 720.303(4)(b) (2024)

1. Articles of incorporation and all amendments
2. Recorded bylaws and all amendments
3. Declaration of covenants and all amendments
4. Current association rules
5. List of all current executory contracts
6. List of bids received within the past year (after bidding has closed)
7. Annual budget
8. Any proposed budgets for consideration
9. Annual Financial reports
10. Monthly income/expense statements to be considered at board meetings
11. Current insurance policies
12. Director certification documentation as required by F.S. 720.3033(1)(a)
13. All contracts or transactions between the association and:
 - Any director
 - Any officer
 - Any corporation, firm, or association that is not an affiliated homeowners' association
 - Any entity in which a director is also a director/officer or has financial interest
14. Any contracts or documents regarding conflict of interest or possible conflict of interest under F.S. 468.436(2)(b)6 and 720.3033(2)
15. Meeting notices and agendas:
 - Member meeting notices and agendas (posted at least 14 days before meeting)
 - Documents to be considered/voted on by members (posted at least 7 days before meeting)
 - Board meeting notices, agendas, and documents required for board meeting
16. May, but not required, include any other written records of the association related to the operation of the association not specifically prohibited

MOTION TO IMPLEMENT ONLINE DOCUMENT WEB ACCESS PORTAL (2024-11-14)

SCHEDULE B

RECORDS/INFORMATION EXCLUDED FROM INSPECTION AND COPYING ON HOA WEB PORTAL

Pursuant to F.S. 720.303(5)(g) (2024)

The following records and information **shall not be** accessible through the HOA Web Portal:

1. Records protected by attorney-client privilege or work-product privilege, including:
 - Records prepared by association attorney
 - Records reflecting legal strategy
 - Records prepared for litigation or administrative proceedings
2. Information connected with the lease, sale, or transfer of parcels
3. Personnel records of association/management company employees, including:
 - Disciplinary records
 - Payroll records
 - Health records
 - Insurance records
 - Not included: employment agreements and compensation information in budgetary records
4. Medical records of parcel owners or residents
5. Personal identifying information:
 - Social security numbers
 - Driver license numbers
 - Credit card numbers
 - Email addresses
 - Phone numbers
 - Fax numbers
 - Emergency contact information
 - Alternative addresses (Except name, parcel designation, mailing address, property address, and authorized telephone numbers)
6. Electronic security measures and passwords
7. Association software and operating systems
8. Affirmative acknowledgments made under F.S. 720.3085(3)(c)3

The association is not liable for the disclosure of information that is protected under F.S. 720.303(5)(g) if the information is included in an official record of the association and is voluntarily provided by an owner and not requested by the association.

**RESOLUTION OF THE BOARD OF DIRECTORS OF
THE MEADOWS AT WORLD GOLF VILLAGE HOMEOWNERS ASSOCIATION, INC.
dba THE MEADOWS OF WORLD GOLF VILLAGE**

**MOTION TO ADOPT POLICY AND PROCEDURE FOR ONLINE DOCUMENT WEB ACCESS PORTAL
IN COMPLIANCE WITH FLORIDA STATUTE 720.303(4)(b)**

WHEREAS, Florida Statute 720.303(4)(b) requires homeowners associations with 100 or more parcels to make certain documents accessible to members through a website by January 1, 2025; and

WHEREAS, The Meadows at World Golf Village Homeowners Association, Inc. ("Association") consists of 400 parcels and is therefore subject to these new requirements; and

WHEREAS, the association seeks to comply with this requirement in a manner that is secure, efficient, and beneficial to our members;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors hereby adopts the following policy and procedure as outlined; and

BE IT FURTHER RESOLVED that this policy shall take effect immediately and shall be fully implemented no later than January 1, 2025.

ONLINE DOCUMENT WEB ACCESS PORTAL POLICY AND PROCEDURE

1. Document Portal Creation:

- a. The association shall establish a secure online web portal accessible from our website.
- b. This portal shall be inaccessible to the general public and accessible only to parcel owners and authorized association employees.

2. Access for Parcel Owners:

- a. Upon written request, each parcel owner shall be provided with a unique username and password to access the protected sections of the portal.
- b. The association shall maintain a secure system for managing these credentials.
- c. When a parcel owner sells their property, the association shall promptly revoke that owner's access credentials. Parcel owners are responsible for notifying the association in writing when they sell their property so their web portal access can be terminated.

3. Documents to be Posted:

The following documents shall be posted and maintained on the portal:

- a. Articles of incorporation and amendments
- b. Recorded bylaws and amendments
- c. Declaration of covenants and amendments
- d. Current association rules
- e. List of current executory contracts or documents
- f. List of bids received within the past year (after bidding has closed)
- g. Annual budget and proposed budgets
- h. Financial reports and monthly income/expense statements (when applicable)
- i. Current insurance policies
- j. Director certifications
- k. Contracts and transactions involving directors, officers, or potential conflicts of interest

**MOTION TO ADOPT POLICY AND PROCEDURE FOR ONLINE DOCUMENT WEB ACCESS PORTAL
IN COMPLIANCE WITH FLORIDA STATUTE 720.303(4)(B) (2024-11-14)**

- l. Documents regarding conflicts of interest as specified in statute
- m. Notices and agendas for member meetings (at least 14 days prior)
- n. Documents to be considered at member meetings (at least 7 days prior)
- o. Notices, agendas, and required documents for board meetings

4. Posting Procedures:

- a. The association shall designate a responsible person or committee to manage the portal.
- b. Documents shall be posted in a timely manner to meet statutory requirements, including notices and agendas at least 14 days before member meetings and documents 7 days before member meetings.
- c. Documents shall be in a downloadable format compatible with mobile devices.
- d. A clear organizational structure shall be used to make documents easily locatable.

5. Protection of Confidential Information:

- a. Information restricted under F.S. 720.303(5)(g) shall not be posted on the portal.
- b. All documents shall be reviewed and redacted as necessary before posting to protect confidential information.

6. Maintenance and Updates:

- a. The portal shall be regularly maintained to ensure functionality and security.
- b. Documents shall be reviewed at least quarterly to ensure they are current and accurate.
- c. Outdated documents shall be archived or removed as appropriate.
- d. The association shall maintain a secure system for managing user credentials and promptly revoking access for individuals who are no longer authorized, such as former employees, officers, or parcel owners who have sold their property.
- e. The association shall periodically review the list of authorized users and deactivate any accounts for individuals who are no longer eligible for access.

7. Member Notification:

- a. Members shall be notified of the portal's existence and how to request access.
- b. Instructions for using the portal shall be made available to all members.
- c. Members shall also be informed of their responsibility to notify the association in writing when they sell their property so their web portal access can be terminated.

8. Compliance Review:

The Board shall conduct an annual review to ensure compliance with this policy and relevant Florida statutes, including the proper management and revocation of user credentials, and make any necessary updates to the policy.

Adopted by the Association's Board of Directors at its duly noticed meeting and
at which a quorum was present, held on the ____ day of _____, 2024

Moved by: _____

Seconded by: _____

RESOLUTION OF THE BOARD OF DIRECTORS OF
THE MEADOWS AT WORLD GOLF VILLAGE HOMEOWNERS ASSOCIATION, INC.
dba THE MEADOWS OF WORLD GOLF VILLAGE

**Motion to Implement Digital Distribution System for
Association Rules, Covenants, and Amendments**

WHEREAS, Florida Statute 720.303(15) requires homeowners associations to provide copies of rules and covenants to all members; and

WHEREAS, the Association has notified all members in July 2024 of its intent to utilize its website for distribution of these documents; and

WHEREAS, the Board of Directors desires to formally implement these statutory requirements;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Association shall maintain a dedicated "**Download**" subpage on its website (www.themeadowswgv.com/download), conspicuously visible and linked from the homepage.
2. The Association shall maintain current copies of all rules and covenants on the "**Download**" subpage on its website.
3. All new members shall be provided access to these documents through the website.
4. When rules or covenants are amended:
 - Notice shall be delivered to all members regarding the amendments
 - Updated documents shall be posted on the website
 - Notice regarding the amendments shall be posted on the website
 - Members may request digital copies via email or physical copies via USPS mail
 - Notice shall specify how to obtain updated documents
5. Distribution notices shall be delivered:
 - By email to members who have consented to electronic notices
 - By USPS mail to all other members at their official record address
6. This resolution shall take effect immediately upon adoption.

Adopted by the Association's Board of Directors at its duly noticed meeting and at which a quorum was present, held on the ____ day of _____, 2024

Moved by: _____

Seconded by: _____

RESOLUTION OF THE BOARD OF DIRECTORS OF
THE MEADOWS AT WORLD GOLF VILLAGE HOMEOWNERS ASSOCIATION, INC.
dba THE MEADOWS OF WORLD GOLF VILLAGE

**Motion to Implement Website Posting Requirements for
Association Meeting Notices, Agendas, and Related Documents**

WHEREAS, Florida Statute 720.303(4)(b)l and 720.303(4)(b)m require homeowners associations to post meeting notices and agendas on the association's website; and

WHEREAS, the Association has notified all members in July 2024 of its implementation of website posting requirements; and

WHEREAS, the Board of Directors desires to formally implement these statutory requirements;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Association shall maintain a dedicated "**Notices**" subpage on its website (www.themeadowswgv.com/notices), conspicuously visible and linked from the homepage.
2. All member meeting notices and agendas shall be posted on the "**Notices**" page at least 14 days before such meetings.
3. Any documents to be considered and voted on during member meetings shall be posted at least 7 days before the meeting.
4. Board meeting notices, agendas, and required documents shall be posted according to Association Bylaws requirements.
5. This resolution shall take effect immediately upon adoption.

Adopted by the Association's Board of Directors at its duly noticed meeting and at which a quorum was present, held on the ____ day of _____, 2024

Moved by: _____

Seconded by: _____

**RESOLUTION OF THE BOARD OF DIRECTORS OF
THE MEADOWS AT WORLD GOLF VILLAGE HOMEOWNERS ASSOCIATION, INC.
dba THE MEADOWS OF WORLD GOLF VILLAGE**

Motion to Adopt Hurricane Protection Community Standards Policy

WHEREAS, Florida Statute 720.3035(6) requires homeowners associations to adopt hurricane protection standards for all parcels within the community; and

WHEREAS, The Meadows community is located in a hurricane-prone region that routinely encounters high winds, heavy rain, and threat of storm surge from the St Johns River during hurricanes; and

WHEREAS, The Meadows community is not located in a High Velocity Hurricane Zone (HVHZ) nor in an area designated as a Wind-Borne Debris Region, the residents can still benefit by the use of hurricane protection products and impact-resistant products at their parcels within the community; and

WHEREAS, the Board of Directors aims to establish uniform standards for Hurricane Protection and Impact-Resistant products that comply with relevant building codes, maintain community aesthetics, and provide comprehensive hurricane protection; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors hereby adopts the Hurricane Protection Community Standards Policy dated November 14 2024, which establishes comprehensive standard for Hurricane Protection and Impact-Resistant products as required by Florida Statute 720.3035(6); and

BE IT FURTHER RESOLVED that the Board shall review these standards and policy annually, with such review to be completed no later than November of each year, and shall update the standards and policy as needed to maintain compliance with current laws, relevant building codes, the association's governing documents, and hurricane protection best practices; and

BE IT FURTHER RESOLVED that the Board shall review the Association's Architectural Standards component of the Association's Architectural Guidelines annually, with such review to be completed no later than December of each year, and shall update the Architectural Standards as needed to maintain compliance with current laws, relevant building codes, the association's governing documents, Hurricane Protection Community Standards Policy, and best practices; and

BE IT FURTHER RESOLVED that these standards and policy shall take effect immediately upon adoption by the Board of Directors.

Adopted by the Association's Board of Directors at its duly noticed meeting and
at which a quorum was present, held on the ____ day of _____, 2024

Moved by: _____

Seconded by: _____

Hurricane Protection Community Standards Policy

Effective Date: [Date]

Hurricane Protection Community Standards Policy

1. PURPOSE AND SCOPE

1.1 Purpose

These Hurricane Protection Community Standards Policy establish uniform hurricane protection standards for all parcels governed by The Meadows at World Golf Village Homeowners Association, Inc. dba The Meadows of World Golf Village ("Association"), as required by Florida Statute 720.3035(6), and to ensure compliance with relevant building codes and community aesthetics.

The Meadows community is located in a hurricane-prone region of Florida that routinely encounters high winds, heavy rain, and threat of storm surge from the St Johns River during hurricanes but is not located in a High Velocity Hurricane Zone (HVHZ) nor in an area designated as a Wind-Borne Debris Region, the residents can still benefit by the use of Hurricane Protection Items at their parcels within the community.

1.2 Scope

These specifications apply to all parcels within the Association, including single-family homes.

1.3 Definitions

- **Hurricane Protection Items:** Hurricane protection means roof systems recognized by the Florida Building Code which meet ASCE 7-22 standards, permanent fixed storm shutters, roll-down track storm shutters, impact-resistant windows and doors, polycarbonate panels, reinforced garage doors, erosion controls, exterior fixed generators, fuel storage tanks, and other hurricane protection products used to preserve and protect the structures or improvements on a parcel governed by the association and which are code complaint.
- **Unified Building Scheme:** The overall architectural style and design of the community, as defined in the Association CC&Rs and architectural guidelines.
- **ASCE 7-22:** ASCE 7-22 refers to the "Minimum Design Loads and Associated Criteria for Buildings and Other Structures" standard published by the American Society of Civil Engineers (ASCE). It is a widely used professional standard that describes the means for determining design loads for buildings and other structures, including wind, seismic, snow, rain, ice, and flood loads.

Hurricane Protection Community Standards Policy

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- **High Velocity Hurricane Zone (HVHZ):** A High Velocity Hurricane Zone is an area designated by the Florida Building Code as being particularly prone to severe hurricane damage. Specifically, Miami-Dade, Broward, and Coastal Palm Beach Counties in Florida are considered to be in a High Velocity Hurricane Zone. Building products used in these zones must be tested to withstand the most severe weather conditions.
- **Wind-Borne Debris Region:** According to the Florida Building Code, a Wind-Borne Debris Region is defined as areas within hurricane-prone regions located:
 - Within 1 mile (1.61 km) of the coastal mean high water line where the ultimate design wind speed, Vult, is 130 mph (58 m/s) or greater; or
 - In areas where the ultimate design wind speed, Vult, is 140 mph (63.6 m/s) or greater.

These regions are subject to stricter building code requirements due to the increased risk of damage from debris carried by high winds during hurricanes.

2. SPECIFICATIONS

2.1 Structural Protection

a. Roof Systems

- All roof systems must meet or exceed ASCE 7-22 standards as recognized by the Florida Building Code.
- Acceptable roofing materials is impact-resistant shingles.
- Roof color must be consistent and architecturally compatible with and similar to color palette of current Association Architectural approved roof installations.

b. Impact-resistant windows and doors

- All doors and windows must be installed, and finished or painted in compliance with the requirements of the Unified Building Scheme
- New installations or replacements windows of and doors must be rated to withstand hurricane wind design load of 120 mph or greater

c. Garage Doors

- All Garage Doors must be installed, and finished or painted in compliance with the requirements of the community's Unified Building Scheme
- New installations or replacements windows of and doors must be rated to withstand hurricane wind design loads of 120 mph or greater

2.2 Structural Protection

a. Hurricane Panels

- Solid corrugated panels made from either aluminum, steel or polycarbonate for added stability.
- The panels when used are affixed to the outside of the building using pre installed fasteners.

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- All mounting hardware must be non-corrosive, all penetrations of the building must be sealed, and must be painted to match the area it is mounted on.
- When there is no danger from the storm, these panels will be stored in the owner's residence.

b. Hurricane shutters (roll-down track)

- White aluminum horizontal roll-down, high impact tested interlocking slats to ensure protection from winds of at least 120 MPH.
- Shutter storage box for roll-down shutters must be made of aluminum, painted, and be 5-sided.
- Motorized Shutters are permitted.
- Roll down shutters shall be installed and painted to be as unobtrusive as possible and to maintain the aesthetic look of the buildings.

c. Fabric storm panels

- A strong, lightweight layer of woven fabric that is coated with a geo-synthetic PVC material.
- The panels when used are affixed to the outside of the building using pre installed fasteners.
- All mounting hardware must be non-corrosive, all penetrations of the building must be sealed, and must be painted to match the area it is mounted on.
- When there is no danger from the storm, these panels will be stored in the owner's residence.
- Fabric storm panels are also known as wind abatement screens

2.3 Property Protection

a. Erosion Control

- Properties with lake/pond frontage must install and maintain appropriate erosion control measures.
- Landscaping must incorporate native, wind-resistant plants to minimize erosion

b. Exterior Fixed Generators

- Generators must be permanently installed on a concrete pad.
- Installation location must be approved by the Architectural Review Committee.
- Generators must be screened from view with approved landscaping or fencing

c. Fuel Storage Tanks

- Above-ground fuel storage tanks are permitted for generator use.
- Tanks must be properly secured and meet all local and state regulations.
- Tanks must be screened from view with approved landscaping or fencing.

2.4 Technical Requirements

a. Material specifications

- All hurricane protection systems must be constructed of materials approved by the Florida Building Code for hurricane wind design load of 120 mph or greater zones.

Hurricane Protection Community Standards Policy

Effective Date: [Date]

b. Installation Requirements

- All hurricane protection systems must be installed by a licensed contractor
- Installations must comply with the Florida Building Code and local building regulations.
- Homeowners must submit plans to the Architectural Review Committee for approval prior to installation.

c. Color and aesthetic requirements

- The color, materials, style and design of hurricane protection products (including all mounting hardware) must be non-corrosive and architecturally compatible with, and similar to, the structure and other improvements on a lot, including but not limited to their color schemes, architectural style and external appearance
- Unless otherwise specified in the Unified Building Scheme or in this standard, the colors for visible protection systems must be white, off-white, or match the color of the home's exterior.
- All hurricane protection systems must be maintained in good condition.
- Removable protection systems may only be deployed 72 hours before a named storm\hurricane is forecast to impact the area and must be removed within 72 hours after the storm has passed, unless damage to the home prevents safe removal.
- Fixed storm shutters and roll-down track storm shutters must be left in the "open" position except during the 72 hours immediately preceding a named storm is forecast to impact the area and 72 hours after a named storm\hurricane has passed.

3. IMPLEMENTATION

3.1 Integration with Architectural Guidelines

- No Hurricane Protection Items made be installed or added to or on the lot or to the exterior of a structure or improvement thereon without prior written approval of the Association pursuant to its architectural covenants and restrictions.
- Homeowners must submit plans to the Architectural Review Committee for approval prior to installation.
- The installation and maintenance of hurricane protection is solely at the expense of the parcel owner. The Association, and its manager, bears no responsibility or liability for damage resulting from installation, maintenance, removal or the failure to any such product to provide hurricane protection.
- The use of plywood nailed or screwed into a structure or improvement on a parcel is strictly prohibited
- Construction and installation of hurricane protection productions shall be completed within ninety (90) days after approval. Failure to complete construction or installation within the specified time shall be deemed an abandonment of construction/installation and a new written request will need if the owner wishes to proceed with construction/installation thereafter.

Hurricane Protection Community Standards Policy

Effective Date: [Date]

- The owner, and not the Association or its manager, is responsible for ensuring that hurricane protection products are code compliant and that they are properly installed/built by duly licensed/insured vendors in compliance with all applicable government regulations and ordinances.
- Owner is responsible for all costs and expenses incurred in the installation, maintenance and continued first-class upkeep of the Hurricane Protection Product(s).
- Owner is responsible for procuring, buying and/or obtaining any and all necessary Building or Zoning Permits, variances and adherence to any and all other procedures outlined for the construction and maintenance of the improvements described herein by all County, State or other governmental entities, including compliance, if required, with the Florida Building Code.
- The owner shall be responsible for any damage to the common areas, association property, or other parcels within the Association which is caused as a result of the construction, installation or maintenance of hurricane protection products.
- Within 14 days after receipt of a completed written request and accompanying documentation for hurricane protection products, the board shall either approve or disapprove the request. For good cause, the board may extend the time in which to approve or disapprove the proposed installation for a reasonable time, not to exceed 14 additional days.

3.2 Extended Deployment Exception

In the event of a prolonged hurricane threat or consecutive storms, the following exception to the standard deployment timeline applies:

1. If the National Hurricane Center issues additional hurricane watches or warnings for the area within the 72-hour post-storm removal period, homeowners may keep their hurricane protection systems deployed until the threat has passed.
2. In cases of consecutive named storms, where a new storm system is forecast to impact the area within 7 days of the previous storm's passage, homeowners may leave protection systems in place.
3. Homeowners must notify the Architectural Review Committee in writing (email acceptable) if they intend to keep protection systems deployed beyond the standard 72-hour post-storm period, citing the specific weather conditions warranting the extension.
4. The Architectural Review Committee reserves the right to require removal of protection systems if the extended deployment is deemed unnecessary or if it poses a safety hazard.
5. In all cases, homeowners must remove hurricane protection systems within 72 hours of the final all-clear signal from local emergency management authorities, unless structural damage to the home prevents safe removal.
6. This exception does not apply to fabric storm panels or other temporary protection systems that may degrade or cause damage if left in place for extended periods.

Hurricane Protection Community Standards Policy

Effective Date: [Date]

3.3. Annual Review Requirement

a. Annual Review

- The Board will conduct an annual review of these standards and policy to ensure compliance with current laws, relevant building codes, the association's governing documents, and hurricane protection best practices.

b. Review Initiated Updates

- When updates are required:
 - The Board will review and approve changes by resolution.
 - Changes in the updated standards shall be incorporated into the Architectural Standards component of the Architectural Guidelines pursuant to the requirements in the association governing documents
 - Updated policy will be made available to the parcel owners through the association's website.

3.4 Effective date

This Standards is effective immediately when adopted by the Association's Board of Directors at its duly noticed meeting at which a quorum was present, held on the ____ day of _____, 2024

.*_

- Document ID: HPS-2024-1
- Version: 1.0
- Effective Date: [Date]
- Last Review: November 14, 2024
- Next Review Due: November 2025

History: 2024-11-14, New;

MEA-2024.11.11.030200

**RESOLUTION OF THE BOARD OF DIRECTORS OF
THE MEADOWS AT WORLD GOLF VILLAGE HOMEOWNERS ASSOCIATION, INC.
dba THE MEADOWS OF WORLD GOLF VILLAGE**

**Motion to Implement Annual Review to
Preserve Marketable Record Title**

WHEREAS, the Florida Marketable Record Title Act ("MRTA"), Chapter 712 of the Florida Statutes, presents a significant risk to homeowners associations in Florida, potentially extinguishing an association's declaration of covenants and restrictions beginning 30 years after the root of title, unless an exception applies; and

WHEREAS, the failure of a homeowners association to timely preserve its declaration of covenants and restrictions against extinguishment under MRTA can have severe consequences, including the inability to levy and collect assessments or otherwise enforce the association's governing documents; and

WHEREAS, effective July 1, 2021, Section 720.303(2)(e), Florida Statutes, requires the board of directors of each homeowners association, at the first board meeting following the annual meeting (excluding the organizational meeting), to consider the desirability of filing notices to preserve the community's covenants or restrictions from extinguishment under MRTA, and to authorize the appropriate officer to file such notice; and

WHEREAS, it is in the best interests of the Association and its members to ensure the Association's governing documents remain in full force and effect; and

WHEREAS, the Board of Directors desires to formally implement the statutory required annual review.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. At the first regular Board of Directors meeting following each annual meeting of the members (excluding the organizational meeting), the Board shall:
 - a. Review the Association's declaration of covenants and restrictions to determine if action is necessary to preserve the declaration from extinguishment under the Marketable Record Title Act, Florida Statutes Chapter 712.
 - b. Document the Board's review and findings in the minutes of the meeting.
2. If the Board determines that preservation of the Association's declaration is necessary, the Board shall authorize an officer of the Association to promptly record a notice of preservation in accordance with Section 720.3032(2), Florida Statutes.
3. If the Board determines that no action is required to preserve the Association's declaration at the time of the review, the Board shall record in the minutes the date when the next annual review of the Marketable Record Title Act's impact on the Association's governing documents will occur.
4. The officer authorized to record the notice of preservation shall be the President, or Secretary.
5. This Resolution shall take effect immediately upon adoption.

Adopted by the Association's Board of Directors at its duly noticed meeting and
at which a quorum was present, held on the ____ day of _____, 2024

Moved by: _____

Seconded by: _____

**RESOLUTION OF THE BOARD OF DIRECTORS OF
THE MEADOWS AT WORLD GOLF VILLAGE HOMEOWNERS ASSOCIATION, INC.
dba THE MEADOWS OF WORLD GOLF VILLAGE**

**MOTION TO ADOPT THE REASONABLENESS STANDARD
FOR EVALUATING ASSOCIATION ACTIONS AND DECISIONS**

WHEREAS, The Meadows at Saint Johns Owners Association, Inc. ("Association") is a Florida corporation not-for-profit organized to own, maintain, and repair Common Areas, enforce covenants and restrictions, and exercise powers granted under the Declaration and Articles of Incorporation;

WHEREAS, Florida Statute Section 720.303 establishes that association officers and directors have a fiduciary relationship to the members served by the association;

WHEREAS, this fiduciary relationship means that Association officers and directors must act in good faith, with loyalty and care, putting the interests of the Association members above their own personal interests when making decisions or taking actions on behalf of the Association;

WHEREAS, Florida Statute Section 617.0830 outlines general standards for directors, including acting in good faith, with due care, and in the best interests of the corporation;

WHEREAS, the Association's Rules and Regulations, Section entitled 'Board Members,' further delineate the responsibilities and ethical conduct expected of Board Members;

WHEREAS, adopting a clear and objective standard for evaluating the appropriateness of the Association's rules, decisions, and actions would enhance transparency, fairness, and consistency in governance;

WHEREAS, the "reasonableness standard" provides a flexible yet objective framework for analysis, based on what a hypothetical reasonable person would do under similar circumstances;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of The Meadows at Saint Johns Owners Association, Inc. hereby adopts the "reasonableness standard" to be used in evaluating the appropriateness of all Association rules, decisions, and actions under consideration for adoption or implementation as presented and outline in Exhibit A, "Reasonableness Standard - Definition & Application", dated November 14 2024; and

BE IT FURTHER RESOLVED that this resolution shall take effect immediately upon its adoption and shall be communicated to all Association members through appropriate channels; and

BE IT FURTHER RESOLVED that the definition and application of the "reasonableness standard" shall be reviewed annually by the Board of Directors, and any proposed changes upon adoption by a majority vote of the Board shall be communicated to all Association members through appropriate channels.

Exhibit A: Reasonableness Standard - Definition & Application (Nov 14 2024)

Adopted by the Association's Board of Directors at its duly noticed meeting and
at which a quorum was present, held on the ____ day of _____, 2024

Moved by: _____

Seconded by: _____

Reasonableness Standard
Definition & Application for The Meadows
November 14 2024 – Page 1 of 2

Core Definition:

The "reasonableness standard" is an objective test to determine whether a hypothetical person with ordinary prudence would consider the rule, decision, or action appropriate given the specific circumstances.

Key Components:

This standard involves:

- **Objectivity:** Evaluating the rule, decision, or action based on rational, impartial criteria rather than subjective opinions or personal preferences
- **Ordinary Prudence:** Considering what a person of average carefulness, diligence, and discretion would do in similar circumstances
- **Situational Analysis:** Examining the full context and specific circumstances surrounding the rule, decision, or action, including but not limited to:
 - a) The purpose and intent behind the rule, decision, or action
 - b) Its potential impact on Association members and the community as a whole
 - c) Any legal, financial, or practical constraints or considerations

Essential Evaluation Criteria:

- **Balancing of interests:** Weighing the potential benefits against any burdens or drawbacks, considering the diverse needs and interests of all Association members.
- **Consistency:** Ensuring that the rule, decision, or action aligns with the Association's governing documents, previous decisions, and established policies, unless there is a rational basis for deviation.
- **Fairness and non-discrimination:** Verifying that the rule, decision, or action does not unfairly target or disproportionately affect certain members or groups within the Association.
- **Proportionality:** Confirming that any restrictions, requirements, or consequences imposed are proportionate to the aims being pursued.
- **Alternatives consideration:** Evaluating whether there are less restrictive or burdensome alternatives that could achieve the same objective.

Reasonableness Standard
Definition & Application for The Meadows
November 14 2024 – Page 2 of 2

Implementation Factors:

Application of this standard shall consider:

- The context and circumstances surrounding the rule, decision, or action
- Prevailing community norms and expectations
- The balancing of impact on affected parties
- Overall community benefit versus individual interests

Expected Outcome:

The application of this standard will result in:

- Decisions that are logical and justifiable
- Actions serving broader community interests
- Avoidance of arbitrary or capricious outcomes

Summary

This "**reasonableness standard**" aims to enhance transparency, fairness, and consistency in governance by providing an objective framework for analysis based on what a hypothetical reasonable person would do under similar circumstances.

Glossary of Terms

- **Fiduciary Relationship:** A legal obligation of one party to act in the best interest of another.
- **Ordinary Prudence:** The degree of care that a reasonably careful person would use under similar circumstances.

235. Board Members

235.1 Board Members shall act in the best interests of the Association as a whole. Board Members serve for the benefit of the entire community, and shall, at all times, strive to do what is best for the Association as a whole. In doing so, Board Members shall apply the "reasonableness standard" in their decision-making and actions.

235.2 Board Members have a fiduciary relationship to the members served by the Association. This means they must act in good faith, with loyalty and care, putting the interests of the Association members above their own personal interests when making decisions or taking actions on behalf of the Association.

235.3 Board members can be reached by email at their respective addresses, which can be found on the *Contact Us* page of the Association website: ****<https://themeadowswgv.com/contact-us>****

235.4 Contacting Board Members about Association matters at their residences, places of employment, or public places is not appropriate.

235.5 Board Members, Directors, and Officers are not to be threatened or intimidated in respect to Association matters.

235.6 Board Members shall not use their positions as such for private gain. The "reasonableness standard" shall be applied when evaluating Board Member conduct. Examples of conduct that would not meet this standard include, but are not limited to:

- Soliciting or accepting, directly or indirectly, any gift, gratuity, favor, entertainment, loan, or any other thing of monetary value from a person who is seeking a contractual or other business or financial relationship with the Association.
- Seeking preferential treatment by the Board, any of its committees, or any contractors or suppliers.
- Accepting a gift or favor made with the intent of influencing a decision or action on any official matter.
- Receiving any compensation from the Association for serving on the Board.
- Willingly misrepresenting facts to advance a personal cause or influence the community to advance a personal cause.
- Using one's position to enhance one's financial status through the use of certain contractors or suppliers.

The above list of examples is offered for illustration purposes only and is not intended to be exclusive.

All Board Member actions and decisions will be evaluated using the "reasonableness standard" to ensure they align with their fiduciary duty and serve the best interests of the Association as a whole.

236. Online Document Web Access Portal

- 236.1 The Association shall establish and maintain a secure, password-protected online document web portal accessible through the Association's website (themeadowswgv.com). This portal shall be accessible only to parcel owners and authorized Association employees, in compliance with Florida Statute 720.303(4)(b) and 720.303(5)(g).
- 236.2 Access to the protected sections of the web portal shall be granted to parcel owners upon written request to the Association. The Association will provide each requesting owner with a unique username and password to access the portal.
- 236.3 The Association shall designate a responsible person or committee to manage and maintain the online document web portal. This includes:
- Ensuring documents are posted in a timely manner to meet statutory requirements
 - Utilizing a clear organizational structure to make documents easily locatable
 - Providing documents in a downloadable format compatible with mobile devices
- 236.4 The following documents shall be maintained and accessible through the web portal, as required by F.S. 720.303(4)(b):
- Articles of incorporation and all amendments
 - Recorded bylaws and all amendments
 - Declaration of covenants and all amendments
 - Current association rules
 - List of all current executory contracts
 - List of bids received within the past year (after bidding has closed)
 - Annual budget, any proposed budgets, annual financial reports, and monthly income/expense statements
 - Current insurance policies
 - Director certification documentation

- Contracts or transactions between the association and directors, officers, or certain other entities
- Conflict of interest documents as specified in statute
- Meeting notices, agendas, and documents to be considered at member and board meetings

236.5 The Association shall review all documents before posting to the web portal and redact or exclude any information that is restricted from owner access under F.S. 720.303(5)(g), including:

- Records protected by attorney-client privilege or work-product privilege
- Information connected to the lease, sale, or transfer of parcels
- Personnel records of association/management company employees
- Medical records of parcel owners or residents
- Personal identifying information as specified in the statute
- Electronic security measures and passwords
- Association software and operating systems
- Affirmative acknowledgments made under F.S. 720.303(5)(g)

236.6 The web portal shall be regularly maintained to ensure functionality and security. Documents shall be reviewed at least quarterly to ensure they are current and accurate, with outdated documents archived or removed as appropriate.

236.7 Parcel owners shall not share their login credentials with unauthorized persons. Violation of portal security measures may result in suspension of portal access privileges.

236.8 The Association shall implement appropriate security measures to protect sensitive information and maintain compliance with all applicable laws and regulations.

236.9 The Association shall not be liable for the disclosure of information that is protected under F.S. 720.303(5)(g) if such information is included in an official record of the Association and is voluntarily provided by an owner without being requested by the Association.

- 236.10 Members shall be notified of the portal's existence and how to request access. Instructions for using the portal shall be made available to all members.
- 236.11 The Board of Directors shall conduct an annual review to ensure compliance with this policy and relevant Florida statutes.
- 236.12 The Association shall maintain a secure system for managing user credentials to the web portal. When a parcel owner sells their property or an employee/officer is no longer associated with the Association, their access credentials shall be promptly revoked. The Association may periodically review the list of authorized users and deactivate any accounts for individuals who are no longer eligible for access.
- 236.13 Parcel owners are responsible for notifying the Association in writing when they sell their property so their web portal access can be terminated. Failure to do so may result in the owner being liable for any unauthorized access or disclosure of information through their active account.
- 236.14 The Association reserves the right to suspend or terminate an individual's access to the web portal for violation of the terms of use, security policies, or other just cause. This may include sharing login credentials, attempting unauthorized access, or any other misuse of the system.

237. Association Document Distribution via Website

- 237.1 The Association shall maintain governing documents, including rules, covenants, and amendments, on the Association website's "Download" page (<https://themeadowswgv.com/download>).
- 237.2 All members and residents are provided access to Association governing documents through the website.
- 237.3 When rules or covenants are amended:
- Members will receive notice of amendments
 - Updated documents shall be posted on the website
 - Amendment notices shall be posted on the website
 - Members may request digital copies via email or physical copies via USPS mail
- 237.4 Distribution notices of amendment to members shall be sent:
- By email to members who have consented to electronic notices
 - By USPS mail to all other members at their official record address

238. Association Meeting Notices and Meeting Documents

- 238.1 The Association shall maintain meeting notices, agendas, and related documents on the Association website's "Notices" page (<https://themeadowswgv.com/notices>).
- 238.2 Member meeting notices and agendas shall be posted on the website at least fourteen (14) days before such meetings.
- 238.3 Documents to be considered and voted on during member meetings shall be posted at least seven (7) days before the member meeting.
- 238.4 Board meeting notices, agendas, and required documents shall be posted on the website according to Association Bylaws requirements.

239. Annual Review to Preserve Association's Legal Authority

- 239.1 Florida law (Marketable Record Title Act) requires the Association to protect its legal authority to operate, including its power to collect assessments and enforce community rules. Without this protection, these important powers could expire
- 239.2 The Board of Directors shall conduct this review as follows:
- **Timing:** At the first regular Board meeting after each annual members' meeting
 - **Purpose:** To determine if legal action is needed to preserve the Association's declaration of covenants and restrictions
 - **Documentation:** Record the review findings in the meeting minutes
- 239.3 Protection Actions:
- **If action is needed:** The Board shall authorize the President or Secretary to file a notice of preservation with the county as required by Florida Statute 720.3032(2)
 - **If no action is needed:** The Board shall note in the minutes when the next annual review will occur
- 239.4 This review is required by Florida Statute 720.303(2)(e) to ensure our community's governing documents remain valid and enforceable.

The Meadows at World Golf Village HOA Website Privacy Policy

Last Updated: June 15, 2024

At The Meadows at World Golf Village Homeowners Association, Inc. (The Meadows at WGV HOA), we value your privacy. This Policy explains how we collect, use, and protect information from visitors to our website, themeadowswgv.com.

Plain Language Summary

- We collect limited personal information when you voluntarily provide it, like your email address to receive updates or your name and contact details to submit inquiries.
- We use this information solely to respond to your requests and provide the services you've asked for.
- We use cookies and Google Analytics to understand how our website is used and improve the user experience.
- We never sell or share your personal information with third parties for marketing purposes.
- We implement reasonable security measures to protect your information, but no data transmission is 100% secure.

By using our website, you agree to the terms of this Policy. If you disagree, please do not use our site or services.

The Full Policy

Information We Collect

We may collect the following personal information when you voluntarily provide it:

- Email address (when subscribing to email updates or our blog)
- Name, email, and message (when using the "Contact Us" form)
- Name, email, phone number, and message (when submitting a volunteer request)

How We Use Your Information

We use the information you provide solely to respond to your inquiries, process your requests, and provide the services you've asked for (e.g., sending email updates, responding to messages, processing volunteer requests).

Analytics and Cookies

- Our website uses Google Analytics to collect standard internet log data and visitor behavior information. This helps us analyze website usage and optimize the user experience.
- We use cookies to remember your preferences and settings. You can manage cookie preferences through your browser settings.

Sharing and Disclosure

- We never sell, trade, or rent your personal information to third parties for marketing or other purposes.

- We may share your information with trusted service providers (e.g., website hosting) to the extent necessary for them to perform services for us. These providers are obligated to protect your information.
- We may also disclose your information if required by law or to protect our rights and property.

Data Retention and Access

- We retain your personal information only as long as necessary for the stated purposes, unless a longer period is legally required.
- You can contact us at info@themeadowswgv.com to request access to, correction of, or deletion of your personal information. We'll make reasonable efforts to comply, subject to legal obligations.

Data Security

We use industry-standard security measures to protect the personal information collected through our website. However, no data transmission over the internet is 100% secure.

Third-Party Links

Our website may link to other sites not covered by this Policy. We're not responsible for their privacy practices.

Children's Privacy

Our website and services are not intended for children under 13. We don't knowingly collect personal information from children under 13. If you believe we may have a child's information, please contact us.

Updates to this Policy

We may update this Policy periodically to reflect changes in our practices or legal obligations. Please review the Policy regularly, as your continued use of our website signifies your acceptance of any changes.

Contact Us

If you have questions about this Policy or our privacy practices, please contact us at:

The Meadows at World Golf Village HOA
The Meadows at Saint Johns Owners Association, Inc.
11555 Central Pkwy, Ste 801
Jacksonville, FL 32224
info@themeadowswgv.com

VARNUM

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2024 Legislation for Homeowner's Associations

- **HB 293 Hurricane Protection in HOAs - Effective when signed - May 28, 2024**
 - Retroactive language like the insurance Section in 718.111(11) - The board, architectural or similar committee must adopt hurricane protection specifications for each structure or other improvement on any parcel governed by the association. May include color and style, as well as any other factor deemed relevant by the board or committee. All specification must comply with applicable building codes. §720.3035(6)(a)
 - Notwithstanding anything in the governing documents, an association may not deny an application for the installation, enhancement, or replacement of hurricane protection which conforms to the specifications adopted. The association may require the owner to adhere to existing unified building scheme for external appearance of structures and other improvements. §720.3035(6)(b)
 - Hurricane protection includes but is not limited to, roof systems under FL building code that meet ASCE 7-22 standards, permanent fixed storm shutters, roll-down track storm shutters, impact-resistant windows and doors, polycarbonate panels, reinforced garage doors, erosion controls, exterior fixed generators, fuel storage tanks, and other hurricane products used to preserve and protect structures and improvements. §720.3035(6)(c)
- **HB 59 Rules for HOA Members - Effective July 1, 2024**
 - Section 720.303(13) is created to require HOAs, prior to October 1, 2024, provide a physical or digital copy of the Association's rules and governing documents to all members. §720.303(13)(a)
 - All new members must receive a copy of the rules and covenants. §720.303(13)(b)
 - If amended, new copies must be provided to all members. Association may adopt rules for the distribution and timeframe for providing copies of updated documents. §720.303(13)(c)
 - New Section may be satisfied by posting complete sets of rules and covenants or a link to them on the homepage of the association's website, if the site is accessible to the members and the association sends notice to all members that it will use the website for this purpose. §720.303(13)(d)
 - Notice may be sent electronically to those that have previously consented; or
 - Physical mail to the address the association has on file.

- HB 1203 CAMS & HOAs - Effective July 1, 2024
 - Section 468.4334 CAMs and Management Firms
 - A CAM/Management Firm that has a contract with a homeowners' association must: §468.4334(3)
 - Attend in person at least one member or board meeting annually;
 - Provide the members of the community with the names and contact information of the CAM or representative of the firm assigned to that community, their hours of availability, and a summary of duties for which they are responsible. The HOA shall also post this information on the association website/application. CAM/firm must update the information within 14 days after a change to any of this information; and
 - Provide any member upon request a copy of the contract between the HOA and the CAM/Management firm and include the contract in the official records of the community.
 - Section 468.4334 Continuing Education
 - Cannot be required to have more than 10 hours annual for renewal of a license. A CAM who works with an HOA must biennially complete at least 5 hours of CE specific to HOAs, 3 hours of which must related to record keeping.
 - Section 720.303 Association powers and duties
 - Official records must be maintained longer than 7 years if a longer duration is stated in the governing documents. §720.303(4)(a)
 - By January 1, 2025, all HOAs with 100 or more parcels shall posts the following documents on its website or make them available through an application that can be downloaded on a mobile device. §720.303(4)(b)1.
 - Declaration, Articles of Incorporation, Bylaws, and the Rules and Regulations of the association.
 - A list of all current executory contracts or documents to which the association is a party to or under which the association or owners have an obligation or responsibility, and after bidding for related materials, equipment, or services has closed, a list of bids received within the past year.
 - Annual budget and any proposed budget to be considered at the annual meeting.
 - The financial reports and monthly income or expenses statements to be considered at a meeting.
 - All current insurance policies.
 - Certification for each director required under §720.3033(1)(a).
 - All contracts or transaction between association and any director, officer, corporation, firm, or association that is not an affiliated HOA or other entity in which a director is also a director or officer and has a financial interest.

- Any contract or document regarding a conflict of interest or possible conflict of interest.
 - Notice and agenda of any scheduled members meeting. The notice must be placed 14 days prior to the meeting and be posted in plain view on the home page or on a separate subpage labeled "notices" which must be conspicuously visible and linked from the homepage. Must also post any documents to be voted on or any document listed on the agenda at least 7 days before the meeting.
 - Notice and agenda of any scheduled board meeting and any other documents to be voted on or listed in the agenda, no later than the date required for notice under subsection (3) (48 hours or 14 days depending on subject).
- Website/application must be accessible through the internet and contain a subpage, portal, or other protected electronic location that is inaccessible to the general public and accessible only to parcel owners, and employees of the association. §720.303(4)(b)2.
 - Upon written request by a member, the association must provide them with a username and password, as well as access to the protected sections of the website/application that contain official documents of the association. §720.303(4)(b)3.
 - The HOA must ensure the information and records that are exempt from members inspection are not accessible and are not posed on the website/application. If protected information is included on documents that the HOA must post on the website/application, it must ensure the information is redacted before posting the documents. Association is not liable for failing in this duty unless the disclosure was made knowingly or with intentional disregard of the protected information. §720.303(4)(b)4.
 - HOA must adopt written rules governing the method or policy for official records to be retained and time period such records must be retained. This information must be made available to members through the website/application. §720.303(5)(c)
 - Any director or CAM who knowingly, willfully and repeatedly violates a member's right to inspect records with the intention of causing harm to association or its members, commits a second-degree misdemeanor. "Repeatedly" means two or more times within a 12-month period. §720.303(5)(d)
 - Knowingly or intentionally defacing or destroying accounting records or the failure to create or maintain accounting records that are required to be maintained with the intention of causing harm to association or its members, commits a first-degree misdemeanor. §720.303(5)(e)
 - Refusal to release or provide official records with the intent to avoid or escape detection, arrest, trial or punishment for the commission of a crime or assist another person with the same, commits a third-degree felony. §720.303(5)(f)

- If the HOA receives a subpoena for records from a law enforcement agency, it must provide a copy of the records or make them available for inspection and copying within 5 business days unless otherwise specified in the subpoena or by the agency. An association must assist a law enforcement agency with its investigation to the extent possible by law. §720.303(5)(i)
- An HOA with at least 1,000 parcels must prepare audited financial statements notwithstanding its total annual revenue. §720.303(7)(a)4.
- HOAs may not reduce its end of year financial report requirement for consecutive years. §720.303(7)(d)3.
- Debit cards used for any expense that is not a lawful obligation of the association commits theft and must be removed from office. "Lawful obligation" means an obligation that has been properly preapproved by the board and reflected in the meeting minutes or written budget. §720.303(13)
- A member who makes a written request for a detailed accounting for their account (what they owe) must receive such information within 15 business days of receipt of the request. The member may not make another request for 90 calendar days. Failure to respond within 15 business days constitutes a waiver of any outstanding fines which are more than 30 days past due and for which the association has not given prior written notice of the imposition of fines. §720.303(14)
- Section 720.3033 Officers and Directors
 - Directors must now attend a Board Certification course (option to sign form has been removed). §720.3033(1)(a)
 - Newly elected directors must complete the class within 90 days and the certificate is valid for up to 4 years. Every 4 years a director must retake the course. Board certification course must include training related to financial literacy and transparency, record keeping, levying fines, and notice/meeting requirements.
 - Directors of fewer than 2,500 homes must also complete 4 hours of continuing education annually while directors of more than 2,500 homes must also complete 8 hours of continuing education annually.
 - Kickbacks are a third-degree felony. §720.3033(3)
- Section 720.3035 Architectural Control
 - The board, ARC or similar committee must "reasonably and equitably" apply and enforce on all parcel owners the architectural standards found in the governing documents. §720.3035(1)(a)
 - The board, ARC or similar committee may not enforce or adopt a covenant, rule or guideline that: §720.3035(1)(b)
 - Limits or places requirements on the interior of a structure that is not visible from the parcel's frontage or an adjacent parcel, adjacent common area or community golf course.
 - Requires review and approval of plans and specifications for central air-conditioning, refrigeration, heating, or ventilating systems if the system is not visible from the parcel's frontage or an adjacent parcel,

adjacent common area or community golf course and is substantially similar to a system the is approved or recommend by the association.

- If the association's board, ARC or similar committee deny a parcel owner's request or application for "the construction of a structure or other improvement on a parcel", the association must provide written notice to the owner stating within specificity the rule or covenant that was relied upon to deny the request/application and the specific aspect of the proposed improvement that does not conform to the rule/covenant. §720.3035(4)(a)
- Section 720.3045 Items that violate covenants/rules.
 - Vegetable gardens and clotheslines have been specifically added to the non-exhaustive list of items that cannot be restricted if they cannot be seen. Clarification has been added that the view is from the frontage, adjacent parcels, and now adjacent common areas or community golf courses.
- Section 720.305 Fines and Enforcement Action
 - Enforcement hearings must be held within 90 days after issuance of the notice of hearing. The committee may hold the hearing by phone or other electronic means and provide this information to the individual so they may participate by such means. §720.305(2)(b)
 - Within 7 days after the hearing, the committee must provide notice of its decision. It must also include how the individual can "fulfill a suspension" or the date the fine must be paid by. §720.305(2)(d)
 - If the violation is cured before the hearing or in the manner specified in the committee notice of hearing or the committee notice of decision, a fine or suspension may not be imposed. §720.305(2)(e)
 - If the violation is not cured, the committee must set a date by which the fine must be paid, which date must be at least 30 days after delivery of the written notice of the committee's decision. Attorney's fees and cost may not be awarded against the owner based on actions taken by the Board before the day set for the fine to be paid. §720.305(2)(f)
 - If not cured or the fine is not paid by the date set, reasonable attorney's fees and cost may be awarded against the owner based on actions taken by the Board, but these fees may only occur after the date for payment set forth in the notice and the time for appeal has expired. §720.305(2)(g)
 - Notwithstanding any provision to the contrary in the governing documents, an association may not levy a fine or impose a suspension for the following (note this specifically states fines and suspensions only): §720.305(7)
 - Leaving garbage receptacles at the curb or end of the driveway within 24 hours before or after designated garbage collection day or time.
 - Leaving holiday decorations or lights on a structure or other improvements on a parcel longer than indicated in the governing documents, unless the decorations or lights are left up for longer than 1 week after the association provides written notice of the violation to the owner.

- Section 720.3065 Fraudulent voting activities.
 - The following acts constitute a first-degree misdemeanor (does not apply to attorneys giving advice to clients):
 - Knowingly aiding, abetting, or advising a person on the commission of a fraudulent voting activity in an association election.
 - Agreeing, conspiring, combining, or confederating with at least one other person to commit a fraudulent voting activity in an association election.
 - Having knowledge of a fraudulent voting activity in an association election and giving any aid to the offender with intent to help them avoid or escape detection, arrest, trial, or punishment.
- Section 720.3075 Prohibited Clauses
 - A prohibition against an owner, tenant, guest or invitee of the owner from parking personal vehicles, including pickup trucks, in the owner's driveway or in any other area where an owner, tenant, guest or invitee has a right to park as governed by state, county, and municipal regulations. The governing documents may not prohibit, regardless of any official insignia or visible designation, owner, tenant, guest or invitee of the owner from parking their work vehicle which is not a commercial motor vehicle as defined in §320.01(25), in the owner's driveway. §720.3075(3)(b)
 - “Commercial motor vehicle” means any vehicle which is not owned or operated by a governmental entity, which uses special fuel or motor fuel on the public highways, and which has a gross vehicle weight of 26,001 pounds or more, or has three or more axles regardless of weight, or is used in combination when the weight of such combination exceeds 26,001 pounds gross vehicle weight. A vehicle that occasionally transports personal property to and from a closed-course motorsport facility, as defined in s. 549.09(1)(a), is not a commercial motor vehicle if the use is not for profit and corporate sponsorship is not involved. As used in this subsection, the term “corporate sponsorship” means a payment, donation, gratuity, in-kind service, or other benefit provided to or derived by a person in relation to the underlying activity, other than the display of product or corporate names, logos, or other graphic information on the property being transported.
 - A prohibition against owners from inviting, hiring, or allowing entry to a contractor or worker on the owner's parcel solely because the contractor is not a preferred vendor of the association. Additionally, governing documents may not preclude an owner from hiring a contractor solely because the contractor does not have a professional or occupational license. The association may not require a contractor to present or prove possession of a professional or occupational license to be allowed entry to the owner's parcel. §720.3075(3)(c)

- A prohibition regarding the operation of a vehicle that is not a commercial motor vehicle as defined in §320.01(25) in conformance with state traffic laws, on public roads or rights-of-way or the owner's parcel. §720.3075(3)(d)
- Section 720.3085 Payment of Assessments
 - Notwithstanding any provision in the declaration or bylaws (does not state articles of incorporation), compound interest may not accrue on assessments and installments on assessments that are not paid when due. §720.3085(3)
- Section 720.318 - First Responder Vehicles
 - The provision that allows law enforcement to park their vehicles regardless of any prohibition in the governing documents has been expanded to all first responders as defined in §112.1815(1) and now included public roads and right-of-way. First responder includes law enforcement, firefighters, emergency medical technician or paramedic or individuals volunteering in any of these roles.