

Bylaws of the
CAMEREN OAKS HOMEOWNERS ASSOCIATION

Article I. Name and Purpose

Section 1.01: NAME. The NAME of this organization shall be the Cameren Oaks Homeowners Association Inc., hereafter referred to as COHOA. It shall be a nonprofit organization incorporated under the laws of the State of Louisiana.

Section 1.02: PURPOSE. The PURPOSE of these bylaws is to maintain the neighborhood and to preserve property values. By enforcement of the bylaws, the COHOA aims to protect the Owners against improper use of lots that would depreciate the value of their property, to prevent haphazard and inharmonious improvements of lots and in general, to provide adequately for quality improvements of the lots and thereby enhance the values of investments made by the Owners.

Our neighborhood is a "private street" development. This means that we own, and are responsible for all infrastructure within the development. Most importantly, we are responsible for all streets, sidewalks and the pump system that delivers our raw sewage into the City/Parish sewage system.

Taking that into consideration, the basic necessities that COHOA must pay for on an on-going basis is Common Area lawn care, pond maintenance, utilities, pump system maintenance and 3rd party Management Fees.

Article II. MEMBERSHIP

Section 2.01: ELIGIBILITY FOR MEMBERSHIP. Every Owner shall be a member of COHOA.

Section 2.02: ANNUAL ASSESSMENTS (DUES). The amount of annual dues is payable in two installments on July 1 and January 1. Dues become past due 30 days after the due date. Dues may be changed by a majority vote of owners in attendance at an annual meeting or any properly called special meeting.

Section 2.03: SPECIAL ASSESSMENTS. COHOA may, at any time, propose a one-time special assessment to help defray the cost of any construction or reconstruction, unexpected repair or replacement of a specific portion of the infrastructure or for the fulfillment of any other obligation incurred by COHOA. A special meeting shall be properly announced and held, with the assessment being approved by a majority of eligible owners present at the special meeting.

Section 2.04: DELINQUENT ACCOUNTS. If any assessment, dues, fines or other charges is not paid on the date when due, then the balance of the account is deemed to be delinquent. All delinquent balances shall bear interest at the rate of twelve percent (12%) per year. COHOA will bring an action (lien) against the Owner personally obligated to pay the unpaid assessments, dues, or other charges incurred by COHOA in connection with the collection of the delinquent balance. The Owner shall also be obligated to pay all attorney's fees and any other costs associated with collection of the delinquent balance. The COHOA will use any legal means necessary to fully collect all delinquent accounts.

Section 2.05: VOTING RIGHTS. Owners shall be entitled to one vote for each lot owned. When more than one person is the Owner of a lot, each person shall be a member, but in no event shall more than one vote be cast with respect to any one lot. If at any time the Owner is past due with regards to any dues, assessments, or fines, their voting rights will be suspended until their account is paid in full.

Article III. OFFICERS

Section 3.01: OFFICERS. The COHOA will have up to three DIRECTORS serving as Officers at any one time. While it is preferred to have all three positions filled, COHOA business may be transacted with only a single Director in place.

Section 3.02: ELECTION OF DIRECTORS. The Directors shall be elected by majority vote at the annual meeting. To fill any open officer positions at any given time, a special meeting will be properly scheduled in order to vote on a replacement. An eligible Owner may volunteer to fill the vacant position in the event the special meeting is not successful at electing a replacement.

Section 3.03: TERM OF OFFICE. The Directors shall serve a one-year term, with no limitations on future terms.

Section 3.04: DUTIES. The duties of the Directors include, but are not limited to:

- 1) Communicate with the Management Company on an on-going basis to ensure that the COHOA's business is conducted properly and in accordance with the Bylaws and Articles of Incorporation.
- 2) Routine COHOA business includes payment of vendor invoices, billing and collection of member dues and enforcement of Bylaws restrictions.
- 3) Directors have the authority to approve expenditures for the maintenance and improvement of the neighborhood up to \$500 for each project. Any projects estimated to cost in excess of \$500 will need to be approved by a majority vote at a special membership meeting. If an emergency situation arises that involves the safety of Owners or the loss of or damage to Owner property, the Directors have the authority to approve the necessary funds to remedy the immediate danger. Within 48 hours, the full COHOA membership shall be notified of the situation.

Article IV. MEETINGS OF MEMBERS

Section 4.01: ANNUAL MEETING. An annual meeting of the Members shall be held as soon as the Management Company has been able to produce the previous year's financial statements. At the meeting, the owners shall elect new Directors, receive reports on the affairs of COHOA, present and vote on the upcoming year's budget and transact any other business which is within the power of the Owners.

Section 4.02: SPECIAL MEETINGS. Special meetings of the Owners may be called by a Director or by 25% or more of the Owners eligible to vote.

Section 4.03: NOTICE OF MEETINGS. A written notice of each meeting stating the purpose, date, time and location of the meeting shall be communicated to each Owner. This notice shall be given at least fourteen (14) days prior to the date of the meeting. The notice will be sent via US mail, as well as posted

at the mailboxes. Other forms of notification shall be considered by the COHOA as requested by the Owners.

Section 4.04: QUORUM. The Owners present at any properly announced meeting shall constitute a quorum at such meeting.

Section 4.05: VOTING. All issues shall be decided by a majority vote of members present at the meetings. Only those in attendance are eligible to vote.

ARTICLE V. PROTECTIVE COVENANTS & RESTRICTIONS

Section 5.01: RESIDENTIAL USE. All lots are for residential purposes only and no part of the property shall be used for any commercial purpose.

Section 5.02: LOT OR STRUCTURAL IMPROVEMENTS. Prior to any lot or structural improvements beginning, the Owner shall receive approval from the current Directors. All owners should keep in mind the impact of any proposed changes may have on, not only their own property value, but the property values of everyone else. Examples include, but are not limited to, fences, patio additions, eliminating landscaping/lawns in favor of non-organic materials, such as rocks, shells, concrete or asphalt.

Section 5.03: CAR STORAGE. Each residence was constructed with a 2 car garage, including a driveway capable of accommodating 2 cars. Resident parking on the street, lot or common areas is prohibited. Temporary street parking for social events is acceptable. If an Owner has an extraordinary circumstance concerning this restriction, please contact a Director for guidance.

Section 5.04: ANIMALS. No animals, livestock, poultry or birds of any kind shall be raised, bred or kept on any Lot, except that dogs, cats, or other ordinary household pets may be kept, provided they are not kept, bred or maintained for any commercial purposes. All pets when not restrained in the residence or by a fenced back yard, shall be kept on a leash at all times. Owners are required to be respectful of your neighbor's yards and pick up after your pet has relieved themselves.

Section 5.05: LOT MAINTENANCE. The Owner shall keep the grass, weeds and vegetation mowed at regular intervals so as to maintain the lot in a neat and attractive minor. During the growing season, COHOA pays to have the common areas mown every two weeks. It is required that all Owners follow this guideline as well.

Section 5.06: GARDENING. No lot shall be used for gardening or farming purposes, except that flowers and shrubbery may be grown for non-commercial purposes. A non-commercial vegetable garden for use by a single residence may be located on a lot, provided that it is not visible from the street.

Section 5.07: PUMP SYSTEM. The pump station that is located at the north end of Cameren Oaks delivers our waste water to the City/Parish waste system. COHOA owns this pump station. It is the biggest exposure COHOA has to the budget. Since 2013, the pump grinders have already been replaced multiple times at a cost of \$8,500, with another \$2,500 grinder due to be replaced by the end of 2017. All owners should be extremely vigilant concerning items flushed in toilets or placed in sink drains. Prohibited items include, but are not limited to, grease, cooking oil, diapers, feminine products, contraception products, dental floss, and paper products other than toilet paper and tissues. If you are

not sure, don't flush it! The less items we place in our drains and toilets, the longer life we will get out of our pump grinders.

Section 5.08: TRASH CANS. Garbage and recycling containers are required to be retrieved and stored the same day as City/Parish pick up. Containers are to be stored out of sight, either in the garage or behind the home.

ARTICLE VI. VIOLATION OF BYLAWS

Section 6.01: FINES. As stated in the PURPOSE of the bylaws, COHOA is committed to maintain the neighborhood and to preserve property values for all its owners. Any violation of the Bylaws of COHOA will be subject to fines as follows:

1st Offense: Warning Letter

2nd Offense: \$25 fine

3rd Offense: \$50 fine

All subsequent offenses will carry a \$75 fine

ARTICLE VII. AMENDMENTS

Section 7.01: PROCEDURE. As per Article IX of the COHOA "Articles of Incorporation", the Directors may adopt, amend, change or repeal the Bylaws by a majority vote. Each Owner will be sent a current set of Bylaws whenever any changes are made by the Directors.

Adopted on August 6, 2017