

**Denton County Cynthia Mitchell County Clerk** Denton, TX 76202

Instrument Number: 2014-85443

As

Recorded On: August 25, 2014

**Notice** 

Parties: OAKMONT WEST COUNTRY CLUB ESTATES HOA

Billable Pages: 43

То

Number of Pages: 43

Comment:

( Parties listed above are for Clerks reference only )

\*\* THIS IS NOT A BILL \*\*

Notice

194.00

**Total Recording:** 

194.00

# \*\*\*\*\*\*\* DO NOT REMOVE. THIS PAGE IS PART OF THE INSTRUMENT \*\*\*\*\*\*\*\*\*

Any provision herein which restricts the Sale, Rental or use of the described REAL PROPERTY because of color or race is invalid and unenforceable under federal law.

**File Information:** 

Document Number: 2014-85443

Receipt Number: 1199883

Recorded Date/Time: August 25, 2014 09:40:42A

**Record and Return To:** 

THE BLEND LAW FIRM

14131 MIDWAY RD STE 1240

ADDISON TX 75001

User / Station: C Robinson - Cash Station 1



THE STATE OF TEXAS } COUNTY OF DENTON }

i hereby certify that this instrument was FILED in the File Number sequence on the date/time printed heron, and was duly RECORDED in the Official Records of Denton County, Texas.

Cilutchell

County Clerk **Denton County, Texas** 

# OAKMONT WEST COUNTRY CLUB ESTATES HOMEOWNERS ASSOCIATION

#### NOTICE OF FILING OF DEDICATORY INSTRUMENTS

STATE OF TEXAS	§ §	KNOW ALL MEN BY THESE PRESENTS:
COUNTY OF DENTON	§	

This NOTICE OF FILING OF DEDICATORY INSTRUMENTS (this "Notice") is filed by Oakmont West Country Club Estates Homeowners Association (the "Association").

#### WITNESSETH:

WHEREAS, the Association is a "property owners' association" as defined in Section 202.001(2) of the Texas Property Code; and

WHEREAS, the Association is governed by a dedicatory instrument, which covers the property described therein entitled "DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR OAKMONT WEST COUNTRY CLUB ESTATES", filed for record on May 21, 2002, as Instrument No. 63834, Volume 5090, Page 01514 et seq. of the Real Property Records of Denton County, Texas (the "Declaration"), as such may be amended and/or supplemented from time to time; and

WHEREAS, Section 202.006 of the Texas Property Code, which became effective September 1, 1999, requires a "property owners' association" to file "the dedicatory instrument" in the real property records of each county in which the property to which the dedicatory instrument relates is located; and

WHEREAS, the Association, with the sole intention of filing the following instruments which might be interpreted as being within the scope of Section 202.006, acting by and through the undersigned duly authorized agent, files true and correct copies of the instruments more specifically set forth hereinafter.

**NOW, THEREFORE**, the Association, files true and correct copies of the following instruments of the Association which are attached hereto:

- 1. OAKMONT WEST COUNTRY CLUB ESTATES HOMEOWNERS ASSOCIATION-PAYMENT PLAN POLICY;
- 2. OAKMONT WEST COUNTRY CLUB ESTATES HOMEOWNERS ASSOCIATION-DOCUMENT RETENTION POLICY;
- 3. OAKMONT WEST COUNTRY CLUB ESTATES HOMEOWNERS ASSOCIATION-DOCUMENT INSPECTION AND COPYING POLICY;
- 4. OAKMONT WEST COUNTRY CLUB ESTATES HOMEOWNERS ASSOCIATION-GUIDELINES FOR SOLAR ENERGY DEVICES;
- 5. OAKMONT WEST COUNTRY CLUB ESTATES HOMEOWNERS ASSOCIATION-GUIDELINES FOR ROOFING MATERIALS;
- 6. ARTICLES OF INCORPORATION OF OAKMONT WEST COUNTRY CLUB ESTATES HOMEOWNERS ASSOCIATION;
- 7. BYLAWS OF OAKMONT WEST COUNTRY CLUB ESTATES HOMEOWNERS ASSOCIATION;
- 8. Oakmont West HOA Pool Access Card Rules and Regulations.

IN WITNESS WHEREOF, the undersigned agent of Oakmont West Country Club Estates Homeowners Association certifies that, to the best of his knowledge, as of the effective date of this Notice of Filing of Dedicatory Instruments that the foregoing instruments are true and correct copies of the current instruments of the Association.

OAKMONT WEST COUNTRY CLUB
(ESTATES HOMEOWNERS ASSOCIATION

By:

Robert M. Blend

**Duly Authorized Agent** 

STATE OF TEXAS §
COUNTY OF DALLAS §

BEFORE ME, the undersigned authority, a Notary Public in and for said county and state, on this day personally appeared Robert M. Blend, a duly authorized agent for Oakmont West Country Club Estates Homeowners Association, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed, in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this 2/5 day of August, 2014

Notary Public in and for the State of Texas

**AFTER RECORDING RETURN TO:** The Blend Law Firm, P.C. 14131 Midway Road, Suite 1240

Addison, Texas 75001

My Commission Expires
June 25, 2017

DEBRA MCCAGE

Notary Public, State of Texas

# OAKMONT WEST COUNTRY CLUB ESTATES HOMEOWNERS ASSOCIATION

#### PAYMENT PLAN POLICY

STATE	OF	TEXAS	§	
			§	KNOW ALL PERSONS BY THESE PRESENTS:
COUNTY	OF	DENTON	§	

WHEREAS, the Oakmont West Country Club Estates Homeowners Association ("Association") is charged with administering and enforcing those certain covenants, conditions and restrictions contained in the DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR OAKMONT WEST COUNTRY CLUB ESTATES, filed for record on May 21, 2002, as Instrument No. 63834, Volume 5090, Page 01514 et seq. of the Real Property Records of Denton County, Texas (the "Declaration"), as such may be amended and/or supplemented from time to time; and

WHEREAS, Chapter 209 of the Texas Property Code was amended to add Section 209.0062 thereto dealing with payment plans; and

WHEREAS, the Board of Directors (the "Board") of the Association is required to adopt reasonable guidelines regarding a payment schedule in which an owner may request to make partial payments to the Association for delinquent regular or special assessments or any other amounts owed to the Association.

WHEREAS, the Board of Directors of the Association desires to establish a payment plan policy consistent with Section 209.0062 and to provide clear and definitive guidance to property owners.

NOW, THEREFORE, the Board has duly adopted the following Payment Plan Policy.

- 1. <u>Purpose</u>. The purpose of this Policy is to assist Owners in remedying delinquencies and remaining current on the payment of amounts owed to the Association by establishing orderly procedures by which Owners may request and then make partial payments to the Association for amounts owed without accruing additional penalties.
- 2. <u>Eligibility</u>. To be eligible for a payment plan pursuant to the Association's alternate payment plan schedule, an Owner must meet the following criteria:
  - a. The owner must currently be delinquent in the payment of regular assessments, special assessments, or any other amounts owed to the Association;
  - The Owner must not have defaulted on a prior payment plan within the prior two
     (2) year period; and
  - c. The Owner must submit a signed payment plan as defined below, along with the Owner's initial payment to the address designated by the Association for correspondence.
- 3. <u>Payment Plan Schedule/Guidelines</u>. The Association hereby adopts the following alternate payment guidelines and makes the following payment plan schedule available to owners in order to make partial payments for delinquent amounts owed:

**PAYMENT PLAN POLICY - Page 1** 

- a. Requirements of Payment Plan Request. Within thirty (30) days of the date of the initial letter which informs the owner of the right to request a payment plan, an owner must submit a signed acceptance of the payment plan schedule described below to the Association or its management company, if any.
- b. Term. The term of the payment plan or schedule is three (3) months.
- c. <u>Date of Partial Payments under Plan</u>. The Owner must submit an initial payment at the time of the submission of the Owner's payment plan agreement. Such submission must be signed by all Owners. The initial payment must be in an amount equal to twenty-five percent (25%) of the delinquent amount owed. Thereafter, the Owner must make all additional monthly installments under the payment plan agreement in equal amounts commencing on the 1<sup>st</sup> day of the month following the expiration of 30 days after the date of the execution of the payment plan agreement.

The Owner may pay off, in full, the balance under the payment plan at any time. All payments must be received by the Association at the Association's designated mailing address or lock box for all payments. Payments may be made through auto draft bill payment, in check or certified funds, or by credit card (to the extent the Association is set up to receive payment by credit card).

- d. <u>Correspondence</u>. Any correspondence to the Association regarding the amount owed, the payment plan, or such similar correspondence must be sent to the address designated by the Association for correspondence. Such correspondence shall not be included with an Owner's payment.
- e. Amounts Coming Due During Plan. Owners are responsible for remaining current on all assessments and other charges coming due during the duration of the Owner's payment plan and must, therefore, timely submit payment to the Association for any amounts coming due during the duration of the Owner's payment plan.
- f. Additional Charges. An Owner's balance owed to the Association shall not accrue late fees or other monetary penalties (except interest) while such Owner is in compliance with a payment plan under the Association's alternate payment plan schedule.

Owners in a payment plan are responsible for reasonable costs associated with administering the plan, and for interest on the unpaid balance, calculated at the highest rate allowed by the governing documents or by law.

The costs of administering the plan and interest shall be included in calculating the total amount owed under the payment plan and will be included in the payment obligation. The costs of administering the payment plan may include a reasonable charge for preparation and creation of the plan, as well as a monthly monitoring fee of no less than \$5.00 per month.

g. Other Payment Arrangements. At the discretion of the Board of Directors, and only for good cause demonstrated by an Owner, the Association may accept payment arrangements offered by Owners which are different from the above-cited guidelines, provided that the term of payments is no less than three (3) months nor longer than eighteen (18) months.

The Association's acceptance of payment arrangements that are different from the approved payment plan schedule/guidelines hereunder shall not be construed as a waiver of these guidelines nor authorize an owner to be granted a payment plan which differs from the one herein provided.

4. <u>Default.</u> If an Owner fails to timely submit payment in full of any installment payment (which installment payment must include the principal owed, the administration fees assessed to the plan and interest charges), or fails to timely pay any amount coming due during the duration of the plan, the Owner will be in default.

If an Owner defaults under a payment plan, the Association may proceed with collection activity without further notice. If the Association elects to provide a notice of default, the Owner will be responsible for all fees and costs associated with the drafting and sending of such notice. In addition, the Owner is hereby on notice that he/she will be responsible for any and all costs, including attorney's fees, of any additional collection action which the Association pursues.

- 5. <u>Board Discretion</u>. Any Owner who is not eligible for a payment plan under the Association's alternate payment plan schedule may submit a written request to the Board for the Association to grant the Owner an alternate payment plan. Any such request must be directed to the person or entity currently handling the collection of the Owner's debt (i.e. the Association, its management company, if any, or the Association's attorney). The decision to grant or deny an alternate payment plan, and the terms and conditions for any such plan, will be at the sole discretion of the Association's Board of Directors.
- 6. <u>Severability and Legal Interpretation</u>. In the event that any provision herein shall be determined by a court with jurisdiction to be invalid or unenforceable in any respect, such determination shall not affect the validity or enforceability of any other provision, and this Policy shall be enforced as if such provision did not exist.

Furthermore, the purpose of this policy is to satisfy the legal requirements of Section 209.0062 of the Texas Property Code. In the event that any provision of this Policy is deemed by a court with jurisdiction to be ambiguous or in contradiction with any law, this Policy and any such provision shall be interpreted in a manner that complies with an interpretation that is consistent with the law.

This Policy is effective upon recordation in the Public Records of Denton County, Texas and supersedes any policy regarding payment plans which may have previously been in effect. Except as affected by Section 209.0062 and/or by this Policy, all other provisions contained in the Declaration or any other dedicatory instrument of the Association shall remain in full force and effect.

This is to certify that the foregoing Policy was adopted by the Board at a meeting of the same held October 29,2013, and has not been modified, rescinded or revoked.

By: Sark

RONALD S. CLARK

Printed Name

Title: PRESIDENT

**OAKMONT WEST COUNTRY CLUB** 

## OAKMONT WEST COUNTRY CLUB ESTATES HOMEOWNERS ASSOCIATION

#### DOCUMENT RETENTION POLICY

STATE	OF	TEXAS	§	
			§	KNOW ALL PERSONS BY THESE PRESENTS
COUNTY	OF	DENTON	§	

WHEREAS, the Oakmont West Country Club Estates Homeowners Association ("Association") is charged with administering and enforcing those certain covenants, conditions and restrictions contained in the DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR OAKMONT WEST COUNTRY CLUB ESTATES, filed for record on May 21, 2002, as Instrument No. 63834, Volume 5090, Page 01514 et seq. of the Real Property Records of Denton County, Texas (the "Declaration"), as such may be amended and/or supplemented from time to time; and

WHEREAS, Chapter 209 of the Texas Property Code was amended to add Section 209.005(m) thereto regarding retention of Association documents and records ("Documents"); and

WHEREAS, the Board of Directors (the "Board") of the Association desires to establish a policy for document retention consistent with Section 209.005(m) and to provide clear and definitive guidance to property owners.

NOW, THEREFORE, the Board has duly adopted the following Document Retention Policy.

- 1. Association documents may be maintained in paper format and/or in an electronic format which can be readily transferred to paper.
- 2. Association documents shall be retained for the durations listed below, and the Board is authorized to make modifications to this Records Retention Schedule from time to time to ensure that it is in compliance with local, state and federal laws and that the schedule includes the appropriate document and record categories for the Association.
  - a. Certificate of formation or articles of incorporation, bylaws, restrictive covenants, other dedicatory instruments and any amendments to same shall be retained permanently;
  - b. Financial books and records, including annual budgets, reserve studies, monthly financial statements and bank statements, shall be retained for seven (7) years;
  - c. Account records of current owners shall be retained for five (5) years;
  - d. Account records of former owners shall be retained as a courtesy to that former owner for one (1) year after they no longer have an ownership interest in the property;
  - e. Contracts with a term of one year or more shall be retained for four (4) years after the expiration of the contract term;
  - f. Minutes of meetings of the owners and the Board shall be retained for seven (7) years after the date of the meeting;

**DOCUMENT RETENTION POLICY - Page 1** 

- Tax returns and CPA audit records shall be retained for seven (7) years after the last g. date of the return or audit year; and
- Decisions of the Architectural Control Committee ("ACC") or Board regarding h. applications, variances, waivers or related matters associated with individual properties shall be retained for (7) years from the decision date.
- 3. Any documents not described above may be retained for the duration deemed to be useful to the purpose of the Association.
- 4. Upon expiration of the retention period listed above, the Documents shall no longer be considered Association records and may be destroyed, discarded, deleted, purged or otherwise eliminated.
- In the event the Association is served with any subpoena or request for documents or the Association becomes aware of a governmental investigation or audit concerning the Association or the commencement of any litigation against or concerning the Association, all documents relating or pertaining to such investigation, claim or litigation shall be retained indefinitely, and any further disposal of documents shall be suspended and shall not be reinstated until conclusion of the investigation or lawsuit, or until such time as the Board, with the advice of legal counsel, determines otherwise.

This Policy is effective upon recordation in the Public Records of Denton County, Texas and supersedes any policy regarding document retention which may have previously been in effect. Except as affected by Section 209.005(m) and/or by this Policy, all other provisions contained in the Declaration or any other dedicatory instrument of the Association shall remain in full force and effect.

This is to certify that the foregoing Policy was adopted by the Board at a meeting of the same held October 29, 2013 and has not been modified, rescinded or revoked.

> OAKMONT WEST COUNTRY CLUB ESTATES HOMEOWNERS ASSOCIATION RONALD S. CHARK
> Printed Name
>
> PRESIDENT

# OAKMONT WEST COUNTRY CLUB ESTATES HOMEOWNERS ASSOCIATION

#### DOCUMENT INSPECTION AND COPYING POLICY

STATE	OF	TEXAS	§	
			§	KNOW ALL PERSONS BY THESE PRESENTS
COUNTY	OF	DENTON	§	

WHEREAS, the Oakmont West Country Club Estates Homeowners Association ("Association") is charged with administering and enforcing those certain covenants, conditions and restrictions contained in the DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR OAKMONT WEST COUNTRY CLUB ESTATES, filed for record on May 21, 2002, as Instrument No. 63834, Volume 5090, Page 01514 et seq. of the Real Property Records of Denton County, Texas (the "Declaration"), as such may be amended and/or supplemented from time to time; and

WHEREAS, Chapter 209 of the Texas Property Code was amended to amend Section 209.005 thereto regarding owner access to Association documents and records ("Records"); and

WHEREAS, the Board of Directors (the "Board") of the Association desires to establish a policy for records production consistent with Section 209.005 and to provide clear and definitive guidance to property owners.

NOW, THEREFORE, the Board has duly adopted the following *Document Inspection and Copying Policy*.

- Right to Inspect. Every owner of a lot in the Association is entitled to inspect and copy the Association's books and records in compliance with the procedures set forth in this Policy.
- Books and Records Available for Inspection and Copying. The Association's books and records available for inspection and copying by owners are those records designated by Section 209.005 of the Texas Property Code.

Pursuant to Section 209.005(d) of the Texas Property Code an attorney's files relating to the Association, excluding invoices, are not records of the Association, are not subject to inspection by owners, or production in a legal proceeding.

Pursuant to Section 209.005(k), the Association is not required to release or allow inspection of any books and records relating to an employee of the Association, or any books and records that identify the violation history, contact information (other than the address) and/or financial information of an individual owner, absent the express written approval of the owner whose information is the subject of the request or a court order requiring disclosure of such information

Owner Request. An owner may submit a designation in writing, signed by the owner, specifying such other individuals who are authorized to inspect the Association's books and records as the owner's agent, attorney, or certified public accountant. The owner and/or the owner's designated representative are referred to herein as the "Requesting Party."

The Requesting Party seeking to inspect or copy the Association's books and records must submit a written request via certified mail to the Association at the mailing address of the Association or its managing agent, if any, as reflected on the Association's current management certificate.

DOCUMENT INSPECTION AND COPYING POLICY - Page 1

The request must contain sufficient detail describing the requested Association's books and records, including pertinent dates, time periods or subjects sought to be inspected.

The request must also specify whether the Requesting Party seeks to inspect the books and records before obtaining copies or to have the Association forward copies of the requested books and records to the Requesting Party.

- a. Request to Inspect. If the Requesting Party elects to inspect the Association's books and records, the Association shall notify the Requesting Party within ten (10) business days after receiving the Requesting Party's request of the dates during normal business hours that the Requesting Party may inspect the requested books and records (the "Inspection Notice").
- b. Request to Copy. If the Requesting Party requests copies of the Association's books and records, the Association shall produce the requested books and records by the 10th business day after the date the Association receives the request.
- c. Association Notice of Delay in Producing Books and Records. If the Association is unable to produce the requested books and records by the 10<sup>th</sup> business day after the date the Association receives the request, the Association must provide written notice to the Requesting Party (the "Inspection Delay Letter") that:
  - (i) the Association is unable to produce the information by the 10<sup>th</sup> business day after the date the Association received the request, and
  - (ii) state a date by which the information will be either sent or made available for inspection that is not later than fifteen (15) business days after the date of the Inspection Delay Letter.
- 4. <u>Inspection Time and Place</u>. Any inspection shall take place at a mutually-agreed upon time during normal business hours. All inspections shall take place at the office of the Association's management company, if any, or such other location as the Association designates.

No Requesting Party or other individual shall remove original records from the location where the inspection is taking place, nor alter the records in any way. All individuals inspecting or requesting copies of records shall conduct themselves in a businesslike manner and shall not interfere with the operation of the Association's or any management company's office or the operation of any other office where the inspection or copying is taking place.

At such inspection, the Requesting Party may identify such books and records for the Association to copy and forward to the Requesting Party. The Association may produce all requested books and records in hard copy, electronic, or other format reasonably available to the Association.

- 5. Costs Associated with Compilation, Production and Reproduction. The costs associated with compiling, producing and reproducing the Association's books and records in response to a request to inspect or copy documents shall be as follows:
  - a. Copy charges.
    - (i) Standard paper copy. The charge for standard paper copies reproduced by means of an office machine copier or a computer printer is \$0.10 per page or part of a page. Each side that contains recorded information is considered a page.

- (ii) Nonstandard copy. The charges in this subsection are to cover the materials onto which information is copied and do not reflect any additional charges, including labor, that may be associated with a particular request. The charges for nonstandard copies are:
  - 1. Diskette--\$ 1.00;
  - 2. Magnetic tape--actual cost
  - 3. Data cartridge--actual cost;
  - 4. Tape cartridge--actual cost;
  - 5. Rewritable CD (CD-RW)--\$ 1.00;
  - 6. Non-rewritable CD (CD-R)-\$ 1.00;
  - 7. Digital video disc (DVD)--\$ 3.00;
  - 8. JAZ drive--actual cost;
  - 9. Other electronic media--actual cost;
  - 10. VHS video cassette--\$ 2.50;
  - 11. Audio cassette--\$ 1.00;
  - 12. Oversize paper copy (e.g.: 11 inches by 17 inches, greenbar, bluebar, not including maps and photographs using specialty paper)-\$0.50;
  - Specialty paper (e.g.: Mylar, blueprint, blueline, map, photographic)

     actual cost.
- b. <u>Labor charge</u>. The labor charge for locating, compiling, manipulating data, and reproducing information is as follows:
  - (i) The charge for labor costs incurred in processing a request for information is \$15.00 an hour. The labor charge includes the actual time to locate, compile, manipulate data, and reproduce the requested information.
  - (ii) When confidential information is mixed with non-confidential information in the same page, a labor charge may be recovered for time spent to redact, blackout, or otherwise obscure confidential information in order to release the information. A labor charge shall not be made for redacting confidential information for requests of fifty (50) or fewer pages.
  - (iii) If the charge for providing a copy of information includes costs of labor, the Requesting Party may require that the Association provide a written statement as to the amount of time that was required to produce and provide the copy, signed by an officer of the Association. A charge may not be imposed for providing the written statement to the requestor.

#### c. Overhead charge.

- (i) Whenever any labor charge is applicable to a request, the Association may include in the charges direct and indirect costs, in addition to the specific labor charge. This overhead charge would cover such costs as depreciation of capital assets, rent, maintenance and repair, utilities, and administrative overhead. If the Association chooses to recover such costs, a charge shall be made in accordance with the methodology described in paragraph (3) of this subsection. Although an exact calculation of costs will vary, the use of a standard charge will avoid complication in calculating such costs and will provide uniformity for charges.
- (ii) An overhead charge shall not be made for requests for copies of fifty (50) or fewer pages of standard paper records.

(iii) The overhead charge shall be computed at twenty percent (20%) of the charge made to cover any labor costs associated with a particular request (example: if one hour of labor is used for a particular request, the formula would be as follows: Labor charge for locating, compiling, and reproducing,  $$15.00 \times .20 = $3.00$ ).

#### d. Postal and shipping charges.

- (i) The Association may add any related postal or shipping expenses which are necessary to transmit the reproduced information to the Requesting Party.
- 6. Payment. Upon receipt of a request to inspect and/or copy documents, the Association may require the Requesting Party to pay the estimated costs associated with production and copying in advance.

If the estimated cost of compilation, production and reproduction is different from the actual cost, the Association shall submit a final invoice to the owner on or before the 30<sup>th</sup> business day after the Association has produced and/or delivered the requested information.

If the actual cost is greater than the estimated amount, the owner must pay the difference to the Association within thirty (30) business days after the date the invoice is sent to the owner, or the Association will add such additional charges as an assessment against the owner's property in the Association.

If the actual cost is less than the estimated amount, the Association shall issue a refund to the owner within thirty (30) business days after the date the invoice is sent to the owner.

This Policy is effective upon recordation in the Public Records of Denton County, Texas and supersedes any policy regarding document inspection and copying which may have previously been in effect. Except as affected by Section 209.005 and/or by this Policy, all other provisions contained in the Declaration or any other dedicatory instrument of the Association shall remain in full force and effect.

This is to certify that the foregoing Policy was adopted by the Board at a meeting of the same held October 29, 2013 and has not been modified, rescinded or revoked.

OAKMONT WEST COUNTRY CLUB ESTATES HOMEOWNERS ASSOCIATION

By:

RUNALD S. CLARK Printed Name PRESIDENT

Ciato F

## OAKMONT WEST COUNTRY CLUB ESTATES HOMEOWNERS ASSOCIATION

#### **GUIDELINES FOR SOLAR ENERGY DEVICES**

STATE	OF	TEXAS	§ 8	KNOW ALL PERSONS BY THESE PRESENTS.
COUNTY	OF	DENTON	\$ \$	

WHEREAS, the Oakmont West Country Club Estates Homeowners Association ("Association") is charged with administering and enforcing those certain covenants, conditions and restrictions contained in the DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR OAKMONT WEST COUNTRY CLUB ESTATES, filed for record on May 21, 2002, as Instrument No. 63834, Volume 5090, Page 01514 et seq. of the Real Property Records of Denton County, Texas (the "Declaration"), as such may be amended and/or supplemented from time to time; and

WHEREAS, Chapter 202 of the Texas Property Code was amended to add Section 202.010 thereto dealing with the regulation of solar energy devices; and

WHEREAS, the Board of Directors (the "Board") of the Association has determined that in connection with maintaining the aesthetics and architectural harmony of the community, and to provide clear and definitive guidance regarding solar energy devices therein, it is appropriate for the Association to adopt guidelines regarding solar energy devices within the community.

NOW, THEREFORE, the Board has duly adopted the following Guidelines for Solar Energy Devices.

- 1. These guidelines apply to solar energy devices ("Devices") as defined in Section 171.107(a) of the Texas Tax Code. A solar energy device means a system or series of mechanisms designed primarily to provide heating or cooling or to produce electrical or mechanical power by collecting and transferring solar-generated energy. The term includes a mechanical or chemical device that has the ability to store solar-generated energy for use in heating or cooling or in the production of power.
- 2. Such Devices may be installed with advance approval of the Association, subject to these guidelines.
- 3. Any such Devices must be installed on land or structures owned by the property owner. No portion of the Devices may encroach on adjacent properties or common areas.
- 4. Such Devices may only be installed in the following locations:
  - a. on the roof of the main residential dwelling on an owner's property;
  - b. on the roof of any other approved structure; or
  - c. within a fenced yard or patio.
- 5. For Devices mounted on a roof, the Devices must:
  - a. have no portion of the Devices higher than the roof section to which it is attached;
  - b. have no portion of the Devices extend beyond the perimeter boundary of the roof section to which it is attached;
  - c. conform to the slope of the roof;

GUIDELINES FOR SOLAR ENERGY DEVICES - Page 1

- d. be aligned so that the top edge of the Devices is parallel to the roof ridge line for the roof section to which it is attached;
- e. have a frame, brackets, and visible piping or wiring that is a color that matches the roof shingles or a silver, bronze or black tone commonly available in the marketplace; and
- f. be located in a position on the roof which is least visible from any street or common area which does not reduce estimated annual energy production more than ten percent (10%), as determined by a publically available modeling tool provided by the National Renewable Energy Laboratory (www.nrel.gov) or equivalent entity over alternative roof locations.
- 6. For Devices located in a fenced yard or patio, no portion of the Devices may extend above the fence. If the fence is not a solid fence which blocks view of the Devices, the Association may require the Devices be placed in a location behind a structure or otherwise require visual screening. The Association may consider installation of Devices on properties without a fenced yard if there is adequate screening from public view from any street or common area.
- 7. All Devices must be installed in compliance with manufacturer's instruction and in a manner which does not void material warranties. Licensed craftsmen must be used where required by law. Permits must be obtained where required by law.
- 8. Installed Devices may not:
  - a. threaten public health or safety;
  - b. violate any law; or
  - c. substantially interfere with the use and enjoyment of land by causing unreasonable discomfort or annoyance to any adjoining property owner or resident of ordinary sensibilities.
- 9. All Devices must be maintained in good repair. Unused or inoperable Devices must be removed if they can be seen from any street or common area.

This Policy is effective upon recordation in the Public Records of Denton County, Texas and supersedes any policy regarding solar energy devices which may have previously been in effect. Except as affected by Section 202.010 and/or by this Policy, all other provisions contained in the Declaration or any other dedicatory instrument of the Association shall remain in full force and effect.

This is to certify that the foregoing Policy was adopted by the Board at a meeting of the same held  $\frac{4}{28}$ /2014, and has not been modified, rescinded or revoked.

OAKMONT WEST COUNTRY CLUB
ESTATES HOMEOWNERS ASSOCIATION

By:

S. CLARK
Printed Name

Title: PRESIDENT

**GUIDELINES FOR SOLAR ENERGY DEVICES - Page 2** 

## OAKMONT WEST COUNTRY CLUB ESTATES HOMEOWNERS ASSOCIATION

#### **GUIDELINES FOR ROOFING MATERIALS**

STATE OF T	TEXAS § §	KNOW ALL PERSONS BY THESE PRESENTS:
COUNTY OF DI	ENTON §	

WHEREAS, the Oakmont West Country Club Estates Homeowners Association ("Association") is charged with administering and enforcing those certain covenants, conditions and restrictions contained in the DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR OAKMONT WEST COUNTRY CLUB ESTATES, filed for record on May 21, 2002, as Instrument No. 63834, Volume 5090, Page 01514 et seq. of the Real Property Records of Denton County, Texas (the "Declaration"), as such may be amended and/or supplemented from time to time; and

WHEREAS, Chapter 202 of the Texas Property Code was amended to add Section 202.011 thereto dealing with the regulation of roofing materials and other things; and

WHEREAS, the Board of Directors (the "Board") of the Association has determined that in connection with maintaining the aesthetics and architectural harmony of the community, and to provide clear and definitive guidance regarding roofing materials therein, it is appropriate for the Association to adopt guidelines regarding roofing materials within the community.

NOW, THEREFORE, the Board has duly adopted the following Guidelines for Roofing Materials.

- 1. The Association shall not prohibit an owner who is otherwise authorized to install shingles on the roof of the owner's property from installing shingles that:
  - are designed to:
    - (i) be wind and hail resistant;
    - (ii) provide heating and cooling efficiencies greater than those provided by customary composite shingles;
    - (iii) provide solar generation capabilities; and
  - b. when installed:
    - (i) resemble the shingles used or otherwise authorized for use on property in the subdivision;
    - (ii) are more durable than and are of equal or superior quality to the shingles described by subsection (i) above; and
    - (iii) match the aesthetics of the property surrounding the owner's property.

DOCUMENT INSPECTION AND COPYING POLICY - Page 1

- The definitions contained in the Association's dedicatory instruments are hereby 2. incorporated herein by reference.
- In the event of any conflict between these provisions and any roofing material restrictions 3. contained in any governing document of the Association, including design guidelines, policies and the Declaration, this Roofing Materials Policy controls.

This Policy is effective upon recordation in the Public Records of Denton County, Texas and supersedes any policy regarding roofing materials which may have previously been in effect. Except as affected by Section 202.011 and/or by this Policy, all other provisions contained in the Declaration or any other dedicatory instrument of the Association shall remain in full force and effect.

This, is to certify that the foregoing Policy was adopted by the Board at a meeting of the same held 4/28/20/4, and has not been modified, rescinded or revoked.

> OAKMONT WEST COUNTRY CLUB ESTATES HOMEOWNERS ASSOCIATION

Printed Name

Title: PRESIDENT

FILED
In the Office of the
Secretary of State of Texas

# ARTICLES OF INCORPORATION JUL 02 2002

## OAKMONT WEST COUNTRY CLUB ESTATES HOMEOWNERS ASSOCIATION

Corporations Section

The undersigned, acting as incorporator of the corporation under the Texas Non-Profit Corporation Act (the "Act"), hereby adopts the following Articles of Incorporation for such corporation. All terms as used herein, such as (but not by way of limitation) "land", "owners," "lot," "Common Area," "Developer," and "assessments," shall have the same meanings as set forth in the Declaration (as hereinafter defined) unless otherwise specified and defined herein.

#### **ARTICLE ONE**

The name of the corporation is Oakmont West Country Club Estates Homeowners Association (hereinafter referred to as the "Association").

#### ARTICLE TWO

The Association is a non-profit corporation.

#### **ARTICLE THREE**

The period of its duration shall be perpetual.

#### ARTICLE FOUR

The Association is organized pursuant to the Act and does not contemplate pecuniary gain or profit to the members thereof and is organized for non-profit purposes. The purposes for which the Association is formed are to provide for the maintenance, preservation and management of the land located in Braewood at Oakmont and Wynstone at Oakmont, an addition to the City of Denton and Town of Corinth, Denton County, Texas, as more fully described in that certain Declaration of Covenants, Conditions and Restrictions (the "Declaration") filed on May 21, 2002, filed in Clerk's File No. 2002-R0063834 of the Deed of Records of Denton County, Texas, and any and all other property which is accepted from time to time by the Association for similar purposes, and to promote the health, safety and welfare of the residents within the land and any and all other property which is accepted by the Association for similar purposes. Without limiting the foregoing, the purposes of the Association shall include, without limitation, the following:

ARTICLES OF INCORPORATION OF OAKMONT WEST COUNTRY CLUB ESTATES HOMEOWNERS ASSOCIATION Page 1

"ATTACHMENT 6"

- (a) The Association may exercise all of the powers and privileges and perform all of the duties and obligations of the Association, including cooperation with other homeowners' associations organized for the same or similar purposes in other subdivisions, as set forth in the Declaration, as same may be amended from time to time, the Declaration being incorporated herein by reference as if set forth at length herein.
- (b) The Association may (i) fix, levy, collect and enforce payment of, by any lawful means, all charges or assessments pursuant to the terms of the Declaration and/or Bylaws, (ii) as agent, pay all expenses in connection therewith and all office and other expenses incident to the conduct of the business of the Association including all licenses, taxes or governmental charges levied or imposed against the land of the Association, (iii) make disbursements, expenditures and payments on behalf of the said land owners as required by the Declaration and the Bylaws of the Association, and (iv) hold as agent for said land owners reserves for periodic repairs, maintenance and capital improvements to be made as directed by the land owners acting through the Board (as herein defined).
- (c) The Association may acquire (by gift, purchase or otherwise), own, hold, improve, build upon, operate, maintain, convey, sell, lease, transfer, dedicate for public use or otherwise dispose of real or personal property in connection with the affairs of the Association subject to the limitations, if any, set forth in the Declaration.
- (d) The Association may borrow money, and with the required assent of voting members as set forth in the Declaration, mortgage, pledge or hypothecate any or all of its real or personal property as security for money borrowed or debts incurred, subject to the limitations, if any, set forth in the Declaration.
- (e) The Association may provide management, upkeep, maintenance, repair, care of and general sanitation and cleanliness of the Common Area as provided in the Declaration.
- (f) The Association may incur or assume obligations and duties to the City of Denton and the Town of Corinth, Texas, or any other governmental authority, regarding the development, operation and maintenance of the Common Area and any improvements within the Common Area.
- (g) The Association may enter into, incur or assume obligations and duties under escrow agreements or other escrow arrangements with the City of Denton and Town of Corinth, Texas, or other governmental authorities, to provide or escrow funds to pay for the operation, maintenance and repair of the Common Area and any improvements within the Common Area.

- (h) The Association may enter into and perform any contract and exercise all powers which may be necessary or convenient to the operation, management, maintenance and administration of the affairs of the Association in accordance with the Declaration.
- (i) The Association may dedicate, sell or transfer all or any part of the Common Area to any public agency, authority or utility company for such purposes and subject to such conditions as may be agreed to by the members; provided, however, that no such dedication, sale or transfer shall be effective unless an instrument has been recorded after it has been signed by the requisite number of voting members agreeing to such dedication, sale or transfer as provided in the Declaration.
- (j) The Association may participate in mergers and consolidations with other non-profit corporations organized for the same purposes or annex additional residential property and Common Area, provided that any such merger, consolidation or annexation shall have the assent of the owners representing the requisite number of votes of voting members as provided in the Declaration.
- (k) The Association may have and exercise any and all powers, rights and privileges a corporation organized under the Act may now or hereafter exercise.

#### **ARTICLE FIVE**

Every owner of a lot shall be a member of the Association. Membership shall be appurtenant to and shall not be separated from ownership of a lot. Every member shall have the right at all reasonable times during business hours to inspect the books of the Association. The foregoing is not intended to include persons or entities holding an interest in a lot merely as security for the performance of an obligation.

#### **ARTICLE SIX**

The Association shall have two (2) classes of voting membership:

(a) Class A members shall be all owners of lots (other than Class B members) and shall be entitled to one (1) vote for each lot owned. When more than one (1) person holds an interest in any lot, all such persons shall be members, but the vote for such lot shall be exercised as they among themselves determine, and in no event shall more than one (1) vote be cast with respect to any lot.

(b) Class B member(s) shall be the Developer(s), who shall be entitled to three (3) votes for each lot owned. The Class B membership shall cease and be converted to Class A membership on the date and in the manner set forth in the Declaration.

### **ARTICLE SEVEN**

The street address of the initial registered office of the Association is 1431 Greenway Dr., Suite 700, Irving, Tx. 75038, and the name of its initial registered agent at such address is Todd Miller.

#### **ARTICLE EIGHT**

Subject to the terms of the Declaration, the members of the Association shall elect the Board of Directors of the Association (the "Board"), and the Board shall, by majority rule, conduct all of the business of the Association, except when membership votes are required pursuant to the Declaration, the Articles of Incorporation or Bylaws of the Association. The number of Directors constituting the initial Board is five (5), and the names and addresses of the persons who are to serve as the initial Board are:

Name	Address
Todd Miller	1431 Greenway Dr., #700 Irving, Texas 75038
Justin Bono	1431 Greenway Dr., #700 Irving, Texas 75038
Mike McCord	1431 Greenway Dr., #700 Irving, Texas 75038
Felix Blanchard	1431 Greenway Dr., #700 Irving, Texas 75038
David Morrison	1431 Greenway Dr., #700 Irving, Tx. 75038

The Board may make whatever rules and bylaws it deems desirable to govern the Association and its members; provided, however, any conflict between such bylaws and the provisions hereof shall be controlled by the provisions of the Declaration.

#### **ARTICLE NINE**

The name and street address of the incorporator is:

Name

Address

**Todd Miller** 

1431 Greenway Drive, Suite 700 Irving, Texas 75038

#### **ARTICLE TEN**

No Director of the Association shall be personally liable to the Association for monetary damages for any act or omission in the Director's capacity as a Director, except that this Article does not eliminate or limit the liability of a Director for (1) a breach of a Director's duty of loyalty to the Association, (2) an act or omission not in good faith or that involves intentional misconduct or a knowing violation of the law, (3) a transaction from which a Director received an improper benefit, whether or not the benefit resulted from an action taken within the scope of the Director's office, or (4) an act or omission for which the liability of a Director is expressly provided for by statute. Neither the amendment nor repeal of this Article shall eliminate or reduce the effect of this Article in respect of any matter occurring, or any cause of action, suit or claim that, but for this Article, would accrue or arise prior to such amendment or repeal. If the Act or the Texas Miscellaneous Corporation Laws Act (the "TMC Act") is hereafter amended to authorize corporate action further eliminating or limiting the personal liability of directors, then the liability of a Director of the Association shall be eliminated or limited to the fullest extent permitted by the Act or the TMC Act, as so amended from time to time. Without limiting the foregoing, the following shall apply:

- (a) The Association shall indemnify, to the extent provided in the following paragraphs, any person who is or was a director, officer, agent or employee of the Association. In the event the provisions of indemnification set forth below are more restrictive than the provisions of indemnification allowed by Article 1396-2.22A of the TMC Act, then such persons named above shall be indemnified to the full extent permitted by Article 1396-2.22A of the TMC Act as it may exist from time to time.
- (b) In case of a threatened or pending suit, action or proceeding (whether civil, criminal, administrative or investigative) against a person named in paragraph (a) above by reason of such person's holding a position named in such paragraph (a), the Association shall indemnify such person if such person satisfies the standard contained in paragraph (c) below, for amounts actually and reasonably incurred by such person in connection with the defense or settlement of the suit as expenses (including court costs and attorneys' fees), amounts paid in settlement, judgments, penalties (including excise and similar taxes), and fines.
- (c) A person named in paragraph (a) above will be indemnified only if it is determined in accordance with paragraph (d) below that such person:
  - (i) acted in good faith in the transaction which is the subject of the suit; and
  - (ii) reasonably believed:
    - (A) if acting in his or her official capacity as director, officer, agent or employee of the Association, that his or her conduct was in the best interests of the Association; and
    - (B) in all other cases, that his or her conduct was not opposed to the best interests of the Association; and
  - (iii) in the case of any criminal proceeding, had no reasonable cause to believe that is or her conduct was unlawful.

The termination of a proceeding by judgment, order, settlement or conviction, or upon a plea of nolo contendere or its equivalent, will not, of itself, create a presumption that such person failed to satisfy the standard contained in this paragraph (c).

- (d) A determination that the standard in paragraph (c) above has been satisfied must be made:
  - i) by a majority vote of a quorum consisting of Directors who at the time of the vote

are not named defendants or respondents in the proceeding; or

- (ii) if such quorum cannot be obtained, by a majority vote of a committee of the Board, designated to act in the matter by a majority vote of all Directors, consisting solely of two (2) or more Directors who at the time of the vote are not named defendants or respondents in the proceeding; or
- (iii) by special legal counsel selected by the Board or a committee of the Board by vote as set forth in subparagraphs (i) or (ii) above, or, if such quorum cannot be obtained and such a committee cannot be established, by a majority vote of all Directors.
- (e) Determination as to reasonableness of expenses must be made in the same manner as the determination that indemnification is permissible, except that if the determination that indemnification is permissible is made by special legal counsel, determination as to reasonableness of expenses must be made in the manner specified by subparagraph (d)(iii) above for the selection of special legal counsel.
- (f) The Association may reimburse or pay in advance any reasonable expenses (including court costs and attorneys' fees) which may become subject to indemnification under paragraphs (a) through (e) above, but only in accordance with the provisions as stated in paragraph (d) above, and only after the person to receive the payment (i) signs a written affirmation of his or her good faith belief that he or she has met the standard of conduct necessary for indemnification under paragraph (c), and (ii) undertakes in writing to repay such advances if it is ultimately determined that such person is not entitled to indemnification by the Association. The written undertaking required by this paragraph must be an unlimited general obligation of the person but need not be secured. It may be accepted without reference to financial ability to make repayment.
- (g) The indemnification provided by paragraphs (a) through (e) above will not be exclusive of any other rights to which a person may be entitled to by law, bylaws, agreement, vote of Members or disinterested Directors, or otherwise.
- (h) The indemnification and advance payment provided by paragraphs (a) through (f) above will continue as to a person who has ceased to hold a position named in paragraph (a) above and will inure to such person's heirs, executors and administrators.
- (i) The Association may purchase and maintain insurance on behalf of any person who holds or has held any position named in paragraph (a) above against any liability incurred by such person in any such position, or arising out of such person's status as such, whether or not the Association would have power to indemnify such person against

such liability under paragraphs (a) through (f) above.

- (j) Indemnification payments and advance payments made under paragraphs (a) through (i) above are to be reported in writing to the members of the Association in the next notice or waiver of notice of annual meeting, or within twelve (12) months after the payments are made, whichever is sooner.
- (k) All liability, loss, damage, cost and expense incurred or suffered by the Association by reason of or arising out of, or in connection with, the foregoing indemnification provisions shall be treated and handled by the Association as an expense subject to special assessment.

#### ARTICLE ELEVEN

The Association may be dissolved with the assent given in writing and signed by not less than two-thirds (2/3) of each class of voting members. Upon dissolution of the Association, other than incident to a merger or consolidation, the assets of the Association shall be conveyed to either (a) another non-profit Texas corporation, association, trust or other organization devoted to purposes similar to those of the Association, or (b) an appropriate governmental agency to be used for purposes similar to those for which the Association was created. In the event such dedication is refused acceptance, such assets shall be granted, conveyed and assigned to any non-profit corporation, association, trust or other organization to be devoted to such similar purposes.

#### ARTICLE TWELVE

Amendment of these Articles shall require the assent of the requisite number of votes of the voting members as set forth in the Declaration.

#### ARTICLE THIRTEEN

As long as there is a Class B membership, the prior approval of the Federal Housing Administration ("FHA"), the Veterans Administration ("VA") and/or the U.S. Department of Housing and Urban Development ("HUD") (if FHA or VA has approved the lots located in the Addition and is insuring mortgages of buyers of homes located in the Addition) shall be required for (a) annexation of additional properties under the Declaration, (b) mergers and consolidations of the Association, (c) mortgaging of the Common Area, (d) dedication of the Common Area to any governmental authority, (e) dissolution of the Association, or (f) amendment of these Articles if such amendment affects or alters any provisions of the Declaration directly governed or regulated by the FHA or

WITNESS WHEREOF, I have hereunto set my hand, this 245 day of , 2002.

PULTE HOMES OF TEXAS, L.P.

Name:

#### **BYLAWS OF**

# OAKMONT WEST COUNTRY CLUB ESTATES HOMEOWNERS ASSOCIATION (A Texas Non-Profit Corporation)

#### ARTICLE I

#### **DEFINITIONS**

Section 1.01. Definitions. (a) All terms used herein, such as (but not by way of limitation) "owners", "lot", "land", "Common Area", "Developer", and "assessments" shall have the same meanings as set forth in that certain Declaration of Covenants, Conditions and Restrictions for Oakmont West Country Club Estates Homeowners Association, an addition to the City of Denton and Town of Corinth, Denton County, Texas, filed in Clerk's File No. 2002-R0063834, Deed Records of Denton County, Texas (the "Declaration").

(b) "Act" shall refer to the Texas Non-Profit Corporation Act, as amended from time to time.

#### ARTICLE II

#### NAME

Section 2.01. Name. The name of this corporation shall be Oakmont West Country Club Estates Homeowners Association (hereinafter called the "Association").

#### ARTICLE III

#### OFFICES OF THE ASSOCIATION

Section 3.01. Principal Office. The initial principal office of the Association shall be located at 1431 Greenway Dr., Suite 700, Irving, Texas 75038, but meetings of members and directors may be held at such place within the State of Texas as may be designated by the Board of Directors.

Section 3.02. Other Offices. The Association may also have offices at such other places both within and without the State of Texas as the Board of Directors may from time to time

BYLAWS OF OAKMONT WEST COUNTRY CLUB ESTATES HOMEOWNERS ASSOCIATION Page 1

"ATTACHMENT 7"

#### ARTICLE IV

# ASSOCIATION RESPONSIBILITIES AND MEETINGS OF MEMBERS

Section 4.01. Association Responsibilities. The members will constitute the Association, which shall be responsible for administering and enforcing the covenants, conditions and restrictions contained in the Declaration, including with respect to the collection and disbursement of charges and assessments as provided therein, and coordinating with other homeowners' associations in the adjacent subdivisions in administering and enforcing such covenants, conditions and restrictions through their respective boards of directors. In the event of any dispute or disagreement between any members relating to the land, or any questions of interpretation or application of the provisions of the Declaration, Articles of Incorporation or these Bylaws, such dispute or disagreement shall be submitted to the Board of Directors of the Association. The resolution of such dispute or disagreement by such Board of Directors shall be binding on each and all such members, subject to the right of members to seek other remedies provided by law after such determination by such Board of Directors.

Section 4.02. <u>Place of Meeting</u>. Meetings of the Association shall be held at such suitable place, reasonably convenient to the members, within the State of Texas, County of Dallas, as the Board of Directors may determine.

Section 4.03. Annual Meetings. The first meeting of the Association shall be held within one (1) year from the date of incorporation of the Association, and each subsequent regular annual meeting of the members shall be held on the same day of the same month of each year thereafter at the hour of 4:00 p.m. unless otherwise determined by the Board. At such meetings, there shall be elected a Board of Directors by ballot of the members in accordance with the requirements of Article V of these Bylaws. The members may also transact such other business of the Association as may properly come before them at such meeting. If the day for the annual meeting of the members is a legal holiday, the meeting will be held at the same hour on the first day following such day which is not a legal holiday.

Section 4.04. Special Meetings. It shall be the duty of the President of the Association to call a special meeting of the members as directed by resolution of the Board of Directors or upon receipt of a written request of members entitled to vote at least one-fourth (1/4) of all of the votes of either class of membership. No business except as stated in the notice shall be transacted at a special meeting of the members. Any such meetings shall be held after the first annual meeting and shall be held within forty-five (45) days after receipt by the President of such request or petition.

Section 4.05. Notice A Meetings. Written or printed notice stating the place, day and hour of the meeting and, in case of a special meeting, the purpose or purposes for which the meeting is called, shall be delivered by the Secretary or Assistant Secretary of the Association not less than fifteen (15) nor more than thirty (30) days before the date of the meeting, either personally or by mail, to each member of record entitled to vote at such meeting. If mailed, such notice shall be deemed to be delivered when deposited in the United States mail, addressed to the member at his address as it appears on the books of the Association, with postage thereon prepaid. Business transacted at any special meeting shall be confined to the purposes stated in the notice or waiver thereof.

Section 4.06. Quorum. The holders of one-tenth (1/10) of the votes of each class of membership, represented in person or by proxy, shall constitute a quorum for any meetings of members except as otherwise provided in the Articles of Incorporation, the Declaration or the Bylaws. If, however, such quorum shall not be present or represented at any meeting of the members, the members present, or represented by proxy, shall have the power to adjourn the meeting from time to time, without notice other than announcement at the meeting, until a quorum as aforesaid shall be present or be represented. At such adjourned meeting at which a quorum shall be present or represented, any business may be transacted which may have been transacted at the meeting as originally notified.

Section 4.07. <u>Proxies</u>. At all meetings of members, each member may vote in person or by proxy. All proxies shall be in writing and shall be filed with the Secretary of the Association. Every proxy shall be revocable and shall automatically cease upon conveyance by a member of his lot.

Section 4.08. <u>Voting by Association and Members</u>. The Association shall not be a voting member of the Association by virtue of its ownership of any lot. Each member may vote the number of votes and in the manner set forth in the Declaration and Articles of Incorporation.

Section 4.09. Order of Business. The order of business at all meetings of the Members shall be as follows:

- (a) roll call and certifying proxies;
- (b) proof of notice of meeting or waiver of notice;
- (c) reading and disposal of unapproved minutes of prior meetings;
- (d) reports of officers;
- (e) reports of committees;

- (f) election of directors;
- (g) unfinished business;
- (h) new business; and
- (i) adjournment.

Section 4.10. Membership List. The officer or agent having charge of the membership books shall make, at least five (5) days before each meeting of members, a complete list of the members entitled to vote at such meeting or any adjournment thereof, arranged in alphabetical order, with the address of and number of votes held by each, which list, for a period of five (5) days prior to such meeting, shall be kept on file at the principal office of the Association, and shall be subject to inspection by any member at any time during usual business hours. Such list shall also be produced and kept open at the time and place of the meeting, and shall be subject to the inspection of any member during the whole time of the meeting. The original member books shall be prima facie evidence as to who are the members entitled to examine such list or to vote at any such meeting of members.

Section 4.11. Action Taken Without a Meeting. Any action required by statute to be taken at an annual or special meeting of the members, or any action which is otherwise permitted by law or by these Bylaws, may be taken without a meeting, without prior notice and without a vote, if a consent in writing, setting forth the action so taken, shall be signed by all of the members entitled to vote with respect to the subject matter thereof, and such consent shall have the same force and effect as a unanimous vote of members. Subject to the provisions required or permitted by statute for notice of meetings, unless otherwise restricted by the Articles of Incorporation or these Bylaws, the members may participate in and hold a meeting by means of telephone conference or similar communications equipment by which all persons participating in the meeting can hear each other.

## ARTICLE V

#### **BOARD OF DIRECTORS**

Section 5.01. Number and Qualification. Until the first meeting of the Association, the affairs of the Association shall be governed by a Board of Directors consisting of the five (5) persons delineated in the Articles of Incorporation of the Association. At such first meeting, there shall be elected five (5) directors to the Board of Directors who shall thereafter govern the affairs of the Association until their successors have been duly elected and qualified.

Section 5.02. <u>Powers and Duties</u>. The Board of Directors shall have the powers and duties necessary for the administration of the affairs of the Association and for the operation and

maintenance of the land in keeping with the character and quality of the area in which it is located. The business and affairs of the Association shall be managed by or under the direction of the Board of Directors which may exercise all such powers of the Association and do all such lawful acts and things as are not by statute, the Articles of Incorporation, these Bylaws or the Declaration directed or required to be exercised or done by the members.

Section 5.03. No Waiver of Rights. The omission or failure of the Association or any member to enforce the covenants, conditions, restrictions, easements, uses, liens, limitations, obligations or other provisions of the Declaration, these Bylaws or the rules and regulations adopted pursuant thereto or hereto, shall not constitute or be deemed a waiver, modification or release thereof, and the Board of Directors shall have the right to enforce the same at any time thereafter.

Section 5.04. Election and Term of Office. At the first meeting of the Association, the term of office of three (3) Directors shall be fixed at two (2) years and the term of office for two (2) Directors shall be fixed at one (1) year. At the expiration of the initial term of office of each respective Director, his successor shall be elected to serve a term of two (2) years. The Directors shall hold office until their successors have been elected and hold their first meeting, except as is otherwise provided herein.

Section 5.05. <u>Vacancies</u>. Vacancies in the Board of Directors caused by death, resignation or disqualification (i.e., by any reason other than the removal of a Director by a vote of the Association as set forth in Section 5.06 hereof) shall be filled by vote of the majority of the remaining Directors, even though they may constitute less than a quorum, and each person so elected shall be a Director until his successor is elected at the next annual meeting of the Association to serve out the unexpired term (if any) of his predecessor in office. Vacancies in the Board of Directors caused by a removal of a Director by a vote of the Association shall be filled in the manner set forth in Section 5.06 hereof.

Section 5.06. Removal of Directors. At any annual or special meeting of the Association duly called, any one or more of the Directors may be removed with or without cause by the affirmative vote of a majority of members of each class entitled to vote who are present at a meeting at which a quorum is present, and a successor may then and there be elected to fill the vacancy thus created. Any Director whose removal has been proposed by the members shall be given an opportunity to be heard at the meeting.

Section 5.07. Organizational Meeting. The first meeting of each newly elected Board of Directors shall be held at such time and place as shall be fixed by the vote of the members at the annual meeting, and no notice of such meeting shall be necessary to the newly elected directors in order legally to constitute the meeting, provided a quorum shall be present. In the event of the failure of the members to fix the time and place of such first meeting of the newly elected Board of Directors, or in the event such meeting is not held at the time and place so fixed by the members, the meeting shall be held within ten (10) days after the annual meeting of the members at such place

as shall be fixed by the Directors at the meeting at which such Directors were elected, and no notice shall be necessary to the newly elected Directors in order to legally constitute such meeting, provided a quorum of the Board of Directors shall be present.

Section 5.08. Regular Meetings. Regular meetings of the Board of Directors may be held at such time and place as shall be determined, from time to time, by a majority of the Directors, but at least one (1) such meeting shall be held during each calendar year. Notice of regular meetings of the Board of Directors shall be given to each Director, personally or by mail, telephone or telegraph, at least five (5) days prior to the day named for such meeting.

Section 5.09. Special Meetings. Special meetings of the Board of Directors may be called by the President upon five (5) days' notice to each Director, given personally or by mail, telephone or telegraph, which notice shall state the time, place and purpose of the meeting. Special meetings of the Board of Directors shall be called by the President, Secretary or Assistant Secretary of the Association in like manner and on like notice on the written request of one (1) or more Directors.

Section 5.10. Meeting by Telephonic Means. Members of the Board of Directors may participate in a meeting by means of conference telephone or similar communications equipment by means of which all persons participating in the meeting can hear each other, and participation in a meeting pursuant to this Section 5.10 shall constitute presence in person at the meeting.

Section 5.11. Waiver of Notice. Before or after any meeting of the Board of Directors, any Director may, in writing, waive notice of such meeting and such waiver shall be deemed equivalent to the giving of such notice. Attendance by a Director at any meeting of the Board of Directors shall be a waiver of notice by him of the time and place thereof. If all of the Directors are present at any meeting of the Board of Directors, no notice shall be required and any business may be transacted at such meeting.

Section 5.12. Roard of Directors' Quorum. At all meetings of the Board of Directors, a majority of the Directors in office shall constitute a quorum for the transaction of business, and the acts of the majority of the Directors present at a meeting at which a quorum is present shall be the acts of the Board of Directors. Directors present by proxy may not be counted toward a quorum. If, at any meeting of the Board of Directors, there is less than a quorum present, the majority of those present may adjourn the meeting from time to time, without notice other than announcement at the meeting, until a quorum shall be present. At any such adjourned meeting, any business which might have been transacted at the meeting as originally called may be transacted without further notice.

Section 5.13. <u>Compensation</u>. No member of the Board of Directors shall receive any compensation for acting as such.

Section 5.14. Action Taken Without a Meeting. The Directors shall have the right to take

any action in the absence of a meeting which they could take at any meeting by obtaining the written approval of all the Directors. Any action so approved shall have the same effect as though taken at a meeting of the Directors.

Section 5.15. Nomination and Election of Directors. Nomination for election to the Board of Directors shall be made by a Nominating Committee. Nominations may also be made from the floor at the annual meeting. The Nominating Committee shall consist of a Chairman, who shall be a member of the Board of Directors, and two or more members or representatives of a member of the Association. The Nominating Committee shall be appointed by the Board of Directors prior to each annual meeting of the members, to serve from the close of such annual meeting until the close of the next annual meeting and such appointment shall be announced at each annual meeting. The Nominating Committee shall make as many nominations for election to the Board of Directors as it shall in its discretion determine, but not less than the number of vacancies that are to be filled. Such nominations may be made from members or non-members. The appropriate number of members of the Board of Directors shall be elected at the annual meeting of members of the Association, which members of the Association shall vote the number of votes and in the manner set forth in the Declaration and the Articles of Incorporation.

#### **ARTICLE VI**

#### **OFFICERS**

Section 6.01. <u>Designation</u>. The officers of the Association shall be a President, one (1) or more Vice-Presidents, a Secretary and a Treasurer, all of whom shall be elected by the Board of Directors, and such assistant officers as the Board of Directors shall, from time to time, appoint. Such officers need not be members of the Board of Directors. The office of President and Treasurer may be held by the same person, and the office of Vice-President and Secretary or Assistant Secretary may be held by the same person.

Section 6.02. Election of Officers. The officers of the Association shall be elected annually by the Board of Directors at the annual meeting of the Board of Directors, and such new officers shall hold office subject to the continuing approval of the Board of Directors.

Section 6.03. Resignation and Removal of Officers. Upon an affirmative vote of a majority of the members of the Board of Directors, any officer may be removed, either with or without cause, and his successor appointed at any regular or special meeting of the Board of Directors called for such purpose. An officer may resign at any time by giving written notice to the Board of Directors, the President or the Secretary. Such resignation shall take effect on the date such notice is received, or at any later time specified therein. Unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

Section 6.04. Vacances. A vacancy in any office due to the death, resignation, removal or other disqualification of the officer previously filling such office may be filled by appointment by the Board of Directors. The officer appointed to such vacancy shall serve for the remainder of the term of the officer he replaces.

Section 6.05. President. The President shall be the chief executive officer of the Association. He shall preside at all meetings of the Association and of the Board of Directors. He shall have all of the general powers and duties which are usually vested in the office of president of an association, including but not limited to the power to appoint committees from the members from time to time as he may in his discretion decide is appropriate to assist in the conduct of the affairs of the Association, or as may be established by the Board of Directors or by the members of the Association at any annual or special meetings.

Section 6.06. <u>Vice-President</u>. The Vice-President shall have all the powers and authority and perform all the functions and duties of the President in the absence of the President or his inability for any reason to exercise such powers and functions or perform such duties, and shall also perform any duties he is directed to perform by the President.

Section 6.07. Secretary. (a) The Secretary shall keep all of the minutes of the meetings of the Board of Directors and the Association. The Secretary shall have charge of such books and papers as the Board of Directors may direct, and shall, in general, perform all the duties incident to the office of Secretary as provided in the Declaration, Bylaws and Articles of Incorporation.

(b) The Secretary shall compile and keep up to date at the principal office of the Association a complete list of the members and their last known addresses as shown on the records of the Association. Such list shall be open to inspection by members and other persons lawfully entitled to inspect the same at reasonable times during regular business hours.

Section 6.08. Assistant Secretary. The Assistant Secretary, if any, shall have all the powers and authority to perform all the functions and duties of the Secretary in the absence of the Secretary or in the event of the Secretary's inability for any reason to exercise such powers and functions or to perform such duties, and also to perform any duties as directed by the Secretary.

Section 6.09. <u>Treasurer</u>. (a) The Treasurer shall have custody of and be responsible for Association funds and for keeping full and accurate accounts of all receipts and disbursements in books belonging to the Association. The Treasurer shall deposit all monies and other valuable effects in the name and to the credit of the Association in such depositaries as may from time to time be designated by the Board of Directors.

(b) The Treasurer shall disburse the funds of the Association as may be ordered by the Board of Directors, taking proper vouchers for such disbursements, and shall render to the President and the Board of Directors at its regular meetings, or when the Board of Directors so requires, an

account of all his transactions as Treasurer, and of the financial condition of the Association.

#### ARTICLE VII

#### INDEMNIFICATION OF OFFICERS AND DIRECTORS

- Section 7.01. Indemnification. (a) The Association shall indemnify, to the extent provided in the following paragraphs, any person who is or was a director, officer, agent or employee of the Association. In the event the provisions of indemnification set forth below are more restrictive than the provisions of indemnification allowed by Article 1396-2.22A of the Texas Non-Profit Corporation Act (the "Act"), then such persons named above shall be indemnified to the full extent permitted by the Act as it may exist from time to time.
- (b) In case of a threatened or pending suit, action or proceeding (collectively, "Suit"), whether civil, criminal, administrative or investigative (other than an action by or in the right of the Association), against a person named in paragraph (a) above by reason of such person's holding a position named in such paragraph (a), the Association shall indemnify such person, if such person satisfies the standard contained in paragraph (c) below, for amounts actually and reasonably incurred by such person in connection with the defense or settlement of the Suit as expenses (including court costs and attorneys' fees), amounts paid in settlement, judgments, penalties (including excise and similar taxes), and fines.
- (c) A person named in paragraph (a) above will be indemnified only if it is determined in accordance with paragraph (d) below that such person:
  - (i) acted in good faith in the transaction which is the subject of the Suit; and
  - (ii) reasonably believed:
    - (A) if acting in his or her official capacity as director, officer, agent or employee of the Association, that his or her conduct was in the best interests of the Association; and
    - (B) in all other cases, his or her conduct was not opposed to the best interests of the Association; and
  - (iii) in the case of any criminal proceeding, had no reasonable cause to believe that his or

# her conduct was unlawful

The termination of a proceeding by judgment, order, settlement or conviction, or upon a plea of nolo contendere or its equivalent, will not, of itself, create a presumption that such person failed to satisfy the standard contained in this paragraph (c).

- (d) A determination that the standard in paragraph (c) above has been satisfied must be made:
  - (i) by the Board of Directors by a majority vote of a quorum consisting of Directors who, at the time of the vote, are not named defendants or respondents in the proceeding; or
  - (ii) if such quorum cannot be obtained, by a majority vote of a committee of the Board of Directors designated to act in the matter by a majority vote of all Directors, consisting solely of two (2) or more Directors who at the time of the vote are not named defendants or respondents in the proceeding; or
  - (iii) by special legal counsel selected by the Board of Directors or a committee of the Board of Directors by vote as set forth in subparagraphs (i) or (ii) above, or, if such a quorum cannot be obtained and such a committee cannot be established, by a majority vote of all Directors.
- (e) Determination as to reasonableness of expenses must be made in the same manner as the determination that indemnification is permissible, except that if the determination that indemnification is permissible is made by special legal counsel, determination as to reasonableness of expenses must be made in the manner specified by subparagraph (d)(iii) above for the selection of special legal counsel.
- (f) The Association may reimburse or pay in advance any reasonable expenses (including court costs and attorneys' fees) which may become subject to indemnification under paragraphs (a) through (e) above, but only in accordance with the provisions as stated in paragraph (d) above, and only after the person to receive the payment (i) signs a written affirmation of his or her good faith belief that he or she has met the standard of conduct necessary for indemnification under paragraph (c) above, and (ii) undertakes in writing to repay such advances if it is ultimately determined that such person is not entitled to indemnification by the Association. The written undertaking required by this paragraph must be an unlimited general obligation of the person but need not be secured. It may be accepted without reference to financial ability to make repayment.
- (g) The indemnification provided by paragraphs (a) through (e) above will not be exclusive of any other rights to which a person may be entitled by law, bylaw, agreement, vote of

members or disinterested Directors, or otherwise.

- (h) The indemnification and advance payment provided by paragraphs (a) through (f) above will continue as to a person who has ceased to hold a position named in paragraph (a) above and will inure to such person's heirs, executors and administrators.
- (i) The Association may purchase and maintain insurance on behalf of any person who holds or has held any position named in paragraph (a) above against any liability incurred by such person in any such position, or arising out of such person's status as such, whether or not the Association would have the power to indemnify such person against such liability under paragraphs (a) through (f) above.
- (j) Indemnification payments and advance payments made under paragraphs (a) through (i) above are to be reported in writing to the members of the Association in the next notice or waiver of notice of annual meeting, or within twelve (12) months after the payments are made, whichever is sooner.
- (k) All liability, loss, damage, cost and expense incurred or suffered by the Association by reason of or arising out of, or in connection with, the foregoing indemnification provisions shall be treated and handled by the Association as an expense subject to special assessment.
- Section 7.02. Other. The Board of Directors, officers, or representatives of the Association shall enter into contracts or other commitments as agents for the Association, and they shall have no personal liability for any such contract or commitment (except such liability as may be ascribed to them in their capacity as Owners).
- Section 7.03. Interested Directors and Officers. (a) If paragraph (b) below is satisfied, no contract or transaction between the Association and any of its Directors or officers (or any other corporation, partnership, association or other organization in which any of them directly or indirectly have a financial interest) shall be void or voidable solely because of this relationship or because of the presence or participation of such Director or officer at the meeting of the Board of Directors or committee thereof which authorizes such contract or transaction, or solely because such person's votes are counted for such purpose.
- (b) The contract or transaction referred to in paragraph (a) above will not be void or voidable if:
  - (i) the contract or transaction is fair to the Association as of the time it is authorized, approved or ratified by the Board of Directors, a committee of the Board of Directors, or the members; or
    - (ii) the material facts as to the relationship or interest of each such Director or officer as

to the contract or transaction are known or disclosed (A) to the members entitled to vote thereon and they nevertheless in good faith authorize or ratify the contract or transaction by a majority of the members present, each such interested person to be counted for quorum and voting purposes, or (B) to the Board of Directors or a committee of the Board of Directors and the Board of Directors or committee nevertheless in good faith authorizes or ratifies the contract or transaction by a majority of the disinterested Directors present, each such interested Director to be counted in determining whether a quorum is present but not in calculating the majority necessary to carry the vote.

(c) The provisions contained in paragraphs (a) and (b) above may not be construed to invalidate a contract or transaction which would be valid in the absence of such provisions.

## **ARTICLE VIII**

#### AMENDMENTS TO BYLAWS

Section 8.01. Amendment to Bylaws. These Bylaws may be amended at a regular or special meeting of the members by a vote of a majority of a quorum of members in good standing and present in person or by proxy; provided, however, that such authority may be delegated by the majority of such members to the Board of Directors if allowed by the Act. In connection therewith, the Federal Housing Administration ("FHA"), the Veterans Administration ("VA") and/or the U.S. Department of Housing and Urban Development ("HUD") shall have the right to veto any amendments to these Bylaws as long as there is a Class B membership but only if the FHA or VA has approved the subdivision and has insured any mortgages secured by first liens on the lots and houses in the subdivision. In the case of any conflict between the Articles of Incorporation and these Bylaws, the Articles shall control, and in the case of any conflict between the Declaration and these Bylaws, the Declaration shall control.

#### ARTICLE IX

# EVIDENCE OF OWNERSHIP, REGISTRATION OF MAILING ADDRESS

Section 9.01. Proof of Ownership. Except for those owners who purchase a lot from Developer, any person, on becoming an owner of a lot, shall furnish to the Board of Directors a true and correct copy of the original or a certified copy of the recorded instrument vesting that person with an interest or ownership in the lot, which copy shall remain in the files of the Association. A member shall not be deemed to be in good standing nor shall he be entitled to vote at any annual or special meeting of members unless this requirement is first met.

Section 9.02. Registration of Mailing Address. The owner or several owners of a lot shall have the same registered mailing address to be used by the Association for mailing of monthly statements, notices, demands and all other communications, and such registered address shall be the only mailing address of a person or persons to be used by the Association. Such registered address of an owner or owners shall be deemed to be the mailing address of the lot owned by said owner or owners unless a different registered address is furnished by such owner(s) to the Board of Directors within fifteen (15) days after transfer of title, or after a change of address. Such registration shall be in written form and signed by all of the owners of the lot or by such person(s) as are authorized by law to represent the interest of all of the owner(s) thereof.

#### ARTICLE X

#### **GENERAL**

Section 10.01. <u>Assessments and Liens</u>. As more fully provided in the Declaration, each Member shall pay to the Association annual and special assessments which are secured by a continuing lien upon the lot against which the assessment is made.

Section 10.02. Abatement and Enjoinment. The violation of any rule or regulation, or the breach of any Bylaw or any provision of the Declaration, shall give the Board of Directors the right, in addition to any other rights set forth in the Declaration or herein, to enjoin, abate or remedy by appropriate legal proceedings, either at law or in equity, the continuance of such violation or breach.

Section 10.03. <u>Committees</u>. The Association may appoint an Architectural Control Committee, subject to the terms of and as provided in the Declaration, and a Nominating Committee, as provided in these Bylaws. In addition, the Board of Directors shall appoint other committees as deemed appropriate in carrying out its purpose.

Section 10.04. <u>Books and Records</u>. The books, records and accounts of the Association shall, at reasonable times upon reasonable written notice, be subject to inspection by any member at such member's sole cost and expense. The Declaration, the Articles of Incorporation and the Bylaws of the Association shall be available for inspection by any member at the principal office of the Association, and copies of such documents may be purchased from the Association at a reasonable cost.

Section 10.05. Non-Profit Association. This Association is not organized for profit. No member of the Association, member of the Board of Directors, officer or person from whom the Association may receive any property or funds shall receive or shall be lawfully entitled to receive any pecuniary profit from the operation thereof, and in no event shall any part of the funds or assets of the Association be paid as salary or compensation to, or distributed to, or inure to the benefit of,

any member of the Board of Directors, officer or member; provided, however, that (1) reasonable compensation may be paid to any member, Director or officer while acting as an agent or employee of a third party for services rendered to the Association in effecting one or more of the purposes of the Association, and (2) any member, Director or officer may, from time to time, be reimbursed for his actual and reasonable expenses incurred in connection with the administration of the affairs of the Association.

Section 10.06. Execution of Documents. The persons who shall be authorized to execute any and all contracts, documents, instruments of conveyance or encumbrances, including promissory notes, shall be the President or any Vice President, and the Secretary or any Assistant Secretary, of the Association.

Section 10.07. Proxy for Beneficiary or Mortgagee Under Deed of Trust. Owners shall have the right to irrevocably constitute and appoint their Mortgagees their true and lawful attorney to vote their lot membership in this Association at any and all meetings of the Association and to vest in such beneficiary or his nominees any and all rights, privileges and powers that they have as owners under the Bylaws of this Association or by virtue of the Declaration. Such proxy shall become effective upon the filing of a notice by the beneficiary with the Secretary or Assistant Secretary of the Association at such time or times as the beneficiary shall deem its security in jeopardy by reason of the failure, neglect or refusal of the Association or the owners to carry out their duties as set forth in the Declaration. Such proxy shall be valid until such time as a release of the beneficiary's deed of trust is executed and a copy thereof delivered to the Secretary or Assistant Secretary of the Association, which shall operate to revoke such proxy. Such proxy may be terminated prior to such revocation by the beneficiary's delivering written notice of such termination to the Secretary or Assistant Secretary of the Association. Nothing herein contained shall be construed to relieve owners of, or to impose upon the beneficiary of the Deed of Trust, the duties and obligation of an owner.

Section 10.08. Conflicting or Invalid Provisions. Notwithstanding anything contained herein to the contrary, should all or part of any Article or Section of these Bylaws be in conflict with the provisions of the Act or any other Texas law, such Act or law shall control, and should any part of these Bylaws be invalid or inoperative for any reason, the remaining parts, so far as is possible and reasonable, shall be valid and operative.

Section 10.09. Notices. All notices to members of the Association shall be given by delivering the same to each owner in person or by depositing the notices in the U.S. Mail, postage prepaid, addressed to each owner at the address last given by each owner to the Secretary of the Association. If an owner shall fail to give an address to the Secretary for mailing of such notices, all such notices shall be sent to the street address of the lot of such owner. All owners shall be deemed to have been given notice of the meetings upon the proper mailing of the notices to such addresses irrespective of the actual receipt of the notices by the owners.

Section 10.10. Fiscal year. The fiscal year of the Association shall begin on the first day of January and end on the 31st day of December of every year, except that the first fiscal year shall begin on the date of incorporation of the Association.

IN WITNESS WHEREOF, we being all of the initial Directors of the Oakmont West Country Club Estates Homeowners Association, hereby adopt the foregoing Bylaws for the Association to be effective as of the day of 1000.

Devia Merrison

Todd Miller

Todd Miller

Mike McCord

Till Menelus

#### CERTIFICATION

I, the undersigned, do hereby certify:

That I am the duly elected and acting Secretary of Oakmont West Country Club Estates Homeowners Association, a Texas non-profit corporation; and

That the foregoing Bylaws constitute the original Bylaws of said Association, as duly adopted by the Board of Directors thereof to be effective as of the day of 2002.

IN WITNESS WHEREOF, I hereunto subscribe my name and affix the seal of said Association to be effective as of the day of 2002.

Felix Blanchard

# Oakmont West HOA Pool Access Card Rules and Regulations

- Access cards are ONLY to be used by residents <u>18 years of age or older</u> living at the address in which the card is assigned. Access cards are not to be shared with anyone else or used by anyone under 18.
- Access cards will only work during pool hours. They will be deactivated after hours and during the offseason.
- Proper identification must be presented, if requested, to show proof of residence and/or proof of age while using the pool.
- Only <u>one</u> access card will be issued to the homeowner per address. In the event a replacement card is needed, contact the HOA. The original card will be deactivated and a replacement will be issued at the cost of \$40.
- In the event your house is sold, your access card must be returned to the HOA, or a \$40 replacement fee will be added to the cost of your closing resale packet.
- No smoking within the fenced area of the pool.
- No animals allowed within the fenced area of the pool.
- No diving.
- No one under 18, without adult supervision, is allowed inside fenced area of the pool.
- All guests must be accompanied by an HOA member in good standing, or the HOA member's tenant if the HOA member is in good standing.
- Anyone having an infectious or communicable disease is prohibited from using the pool.
- Customary bathing attire must be worn.
- No glass or breakable objects within the pool area.
- Children in diapers are not permitted in either pool. Only swim diapers are allowed.
- Running, rough play, wrestling, excessive splashing and loud behavior is prohibited in the pool area.
- No person may alter or remove safety equipment except in an emergency.
- Pool users are expected to clean up after themselves and place trash in the provided trash cans
- Any past due balance on your HOA account will result in the deactivation of your access card.
- Violations of the Deed Restrictions of our neighborhood or violations of pool rules may result in the deactivation of your access card.

The management reserves the right to refuse admittance to or reject from the pool premises any persons failing to comply with any of the above regulations or for any other reason deemed necessary by the HOA Board of Directors. Violation of these rules may also result in the deactivation of your access card. In the event your access card is deactivated, you will be required to request a meeting with the HOA Board of Directors to discuss the matter and request the reactivation of your access card. At that time the Board will determine in what time period your access card will be reactivated. Until your access card is reactivated, all residents of your address are prohibited from using the pool.

HOA contact information: oakmontwesthoa@yahoo.com or

Oakmont West HOA P.O. Box 51761 Denton, TX 76206

Revised; March 22, 2013