



**BYLAWS OF
CANYON RIDGE SPRINGS PROPERTY OWNERS ASSOCIATION, INC.
(A Texas Non-Profit Corporation)**

Restated June 21, 2023

ARTICLE ONE

General

Section 1. Name. The name of the organization shall be Canyon Ridge Springs Property Owners Association, Inc. ("Association")

Section 2. Applicability. These Bylaws provide for the self-government of Canyon Ridge Springs, a subdivision in Travis and Burnet Counties, Texas, according to the map or plat thereof recorded in the Official Public Records of Travis County, Document #200000055, and in Cabinet 2, Slides 161B-163B of the Plat Records of Burnet County, Document #1579, subject to the Declaration of Covenants, Conditions and Restrictions recorded in the Official Public Records of Travis County, Texas, and Official Public Records of Burnet County, Texas ("Declaration") referred to as "the Property." Unless otherwise expressly defined herein, all capitalized terms shall be construed to have the meanings assigned to them in the Declaration.

Section 3. Declarant. "Declarant" shall mean the collective owners of Canyon Ridge Springs properties, as Members of the Association.

Section 4. Common Areas. "Common Areas" shall mean that portion of the Property owned by the Association for the common use and enjoyment of the Members of the Association including, but not limited to all parks, recreational facilities, community streets (to the extent not owned by appropriate governmental authorities), walkways, parking lots, pipes, wires, conduits and other public utility lines situated thereon (to the extent not owned by appropriate governmental authorities or by local utility companies). The Common Areas to be owned by the Association shall include (i) those areas of land shown on any recorded plat or its equivalent of the Property or any portion thereof identified thereon as "Greenbelt" or "Amenity Area," (ii) the unpaved and landscaped areas through the Subdivision and other streets within the Subdivision and (iii) those areas of land deeded to the Association.

Section 5. Lot. "Lot or "Lots" shall mean and refer to any parcel or parcels of land within Canyon Ridge Springs and shown upon any recorded subdivision map as a lot therein, and which is or may be improved with a residential dwelling.

Section 6. Lot Owner. "Lot Owner" shall mean and refer to the record owner, whether one or more persons or entities, of title to a Lot or Lots, including, but not limited to, a developer, builder, or other person or entity holding title to a developed or undeveloped Lot or Lots, but specifically excluding a person or entity with an interest in a Lot or Lots merely as security for the performance of an obligation.

Section 7. Compliance. All present and future Lot Owners within Canyon Ridge Springs as well as their tenants, agents, patrons, employees, invitees, guests and any other person that might use the Common Properties shall comply with these Bylaws. The mere acquisition or rental of any of the Lots within the Property or the mere act of use or occupancy will signify that these Bylaws are accepted, ratified and will be strictly followed.

Date of Original Bylaws: February 16, 2000 (now revoked)
Date of Adoption of Amendments and Restatements: February 20, 2010
Date of Adoption of Amendments and Restatements: January 25, 2020
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ARTICLE TWO
Principal Office

Section 1. Principal Office. The principal office of the Association shall be at 12407 Montana Springs Drive, Marble Falls, Texas 78654-3595, where all official business mail is received and accessed by the Secretary and Treasurer of the Association, unless otherwise determined by the Board of Directors (sometimes hereinafter referred to as the "Board"). Online communications with the Board shall be by e-mail at the following address: board@canyonridgesprings.com.

Section 2. 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 determine or the business of the Association may require.

Section 3. Registered Office and Registered Agent. The Association shall have and continuously maintain in the State of Texas a registered office, and a registered agent whose office is identical with such registered office, as required by the Texas Nonprofit Corporation Act.

The registered office may be, but need not be, identical with the principal office of the Association in the State of Texas, and the address of the registered office may be changed from time to time by the Board of Directors.

ARTICLE THREE
Members

Section 1. Members. Every record Lot Owner shall be designated a "Member" of the Association and be subject to these Bylaws. There are no other classes of membership in the Association.

Section 2. Voting Rights. The Lot Owner or Owners of each Lot shall be entitled to vote in the Association on the basis of one (1) vote for each Lot owned until such time as ownership of title ceases. Where there is more than one (1) record Lot Owner ("Co-owners"), all of those Co-owners shall be "Members" and may attend membership meetings of the Association, but only one (1) vote shall be cast with respect to each Lot.

Co-owners owning the majority interests in a Lot shall, from time to time, designate in writing, one of their number to vote. Fractional votes among the Co-owners owning a single Lot shall not be allowed. Where there is no designation of voting Co-owners, or if the designation has been revoked, the vote for the Lot shall be exercised as the Co-owners owning majority interests in the Lot mutually agree. No votes shall be cast for any Lot if the majority of the Co-owners present, in person or by proxy, and representing such Lot cannot agree to said vote. The non-voting Co-owner or Co-owners shall be jointly and severally responsible for all of the obligations imposed upon the jointly-owned Lot and shall be entitled to all other benefits of ownership.

All agreements and determinations lawfully made by the Association in accordance with the voting allocation established herein or in the Declaration affecting the Property, shall be binding on all Owners, their heirs, administrators, successors and assigns.

By action of the Board, Lot Owners whose dues are in arrears shall have their voting privileges suspended until such time as dues are paid in full.

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Section 3. Votes Required for Passage.

3.1 At a meeting at which a quorum is present, the voice vote of the Members holding a majority of the votes represented in person shall decide any question brought before the meeting unless the question is one upon which the vote of a greater number is required by written ballot, law, the Articles of Incorporation, the Declaration, or these Bylaws. The Members present at a meeting at which a quorum is declared may continue to transact business until adjournment, notwithstanding the withdrawal of enough Members or their designees to leave less than a quorum.

3.2. When a vote of the membership is required by written ballot at a meeting at which a quorum is present, the majority shall decide any question before the meeting unless the question is one upon which the vote of a greater number is required by law, the Articles of Incorporation, the Declaration, or these Bylaws.

3.3. When a question comes before the membership for vote through the US Postal Service, a majority vote of all returned ballots shall decide the question(s) unless the question is one upon which the vote of a greater number is required by law, the Articles of Incorporation, the Declaration, or these Bylaws.

Section 4. Voting Method. Voting on any question or in any election may be by voice vote, show of hands, or written ballot presented to the presiding officer by any Member or Member's designee present at any meeting of the Association. Voting conducted by mailed ballot (US Postal Service) shall be returned to the Association's Secretary of the Board at the Association's Principal Office address by the deadline announced in the notice of orders of business distributed to Members. In addition to the Official Notice, Instructions, and Ballots being delivered by the US Postal Service, notices of upcoming events, including elections, shall be posted on the CRS POA website (www.canyonridge springs.com) and sent by e-mail to members as records of the CRS POA allow, in advance of any Association meeting or non-assembly voting processes when required by these Bylaws. by letter, e-mail, and website postings in advance of any Association meeting

Section 5. No Cumulative Voting. Cumulative voting shall not be permitted.

ARTICLE FOUR
Meetings of Members

Section 1. The Annual Meeting. The Members of the Association shall assemble annually for purposes of electing candidates for Board of Directors positions and transacting such other business as may properly be brought before the meeting of Members. The day, date, time, agenda, and ballots applicable to the orders of business for any Annual Meeting shall be delivered to the Membership a minimum of 30 days prior to the meeting in writing by US Postal Service. Formal notice shall also be posted on the Association's website. No meeting shall be held on any day of worship or legal holiday recognized by State and National designations.

Section 2. Place of the Annual Meeting. The Annual Meeting shall be held at a location designated by the Board, within the State of Texas.

Section 3. Failure to Hold Annual Meeting. Failure to hold the Annual Meeting shall not work as a dissolution of the Association. In the event the Board of Directors fails to call the Annual Meeting, any Member may make demand in writing, delivered by certified mail to any officer of the Association, that such meeting be held within a reasonable time. Upon such notice, the Annual Meeting shall thereafter be called within sixty (60) days following such demand.

Section 4. Special Meetings. Special meetings of the Members for any purpose or purposes may be called by the President, the Board of Directors, or the holders of not less than one-tenth (1/10) of all the votes entitled to vote at the meetings. Notice of Special meetings shall be delivered to Members not less than seven (7) days before the date of the meeting. No business other than that specified in the notice of meeting shall be transacted at a special meeting.

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Section 5. Notice of Annual Meeting.

5.1 Official and Supplemental Forms of Notice. The official form of notice of any Association meeting is written notice delivered by US Postal Service to the address of record for every Member of the Association entitled to vote at such meeting. Every member shall be responsible to report changes of address to the Secretary of the Board to ensure that mailings are received in a timely fashion. Postage for official Association mailings shall be the responsibility of the Association. Supplemental forms of delivery of meeting notices shall be by e-mail as Members allow and postings on the Association's website. Notice of the Annual Meeting shall state the day, date, time, agenda, and place of the meeting. At the direction of the President, the Secretary or the officer or person or persons calling the meeting, official written notice of meeting shall be delivered to each Member's mailing address of record not less than thirty (30) days before the date of the meeting. Such notice shall be deemed to be delivered when deposited in the US Postal Service.

5.2 Waiver. Notice may be waived in writing signed by the person or persons entitled to such notice. Such waiver of notice may be executed at any time before or after the holding of such meeting. Attendance at a meeting shall constitute a waiver of notice, except where the person attends for the express purpose of objecting to the transaction of any business on the ground that the meeting is not lawfully called or convened.

Section 6. Informal Action by Members. Any action required by law to be taken at a meeting of the Members of the Association, or any action which may be taken at a meeting of Members, may be taken without a meeting 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 thereof. Such consent shall have the same force and effect as a unanimous vote of Members and may be stated as such in any articles or documents filed with the Secretary of State.

Section 7. Quorum. The Members holding at least twenty (20%) of the votes entitled to be cast at a meeting of Members, represented in person or by mailed ballot, as such votes are allocated pursuant to the provisions of these Bylaws and the Declaration, shall constitute a quorum at a meeting of the Members. * If a quorum shall not be present or represented at any meeting of the Members entitled to vote, represented in person or by mailed ballot, the convener shall have power to adjourn the meeting until a quorum is established. If a quorum is not accomplished, the meeting shall be adjourned and a subsequent meeting scheduled to resume any unfinished business requiring votes of Members.

Section 8. Order of Business. The order of business at all meetings of the Association shall be as follows:

- (a) Call to Order
- (b) Roll Call
- (c) Proof of Notice of Meeting or Waiver of Notice
- (d) Call to Review, Correct, Approve Minutes of Preceding Meeting
- (e) Reports of Officers and Board of Directors
- (f) Reports from Committees
- (g) Unfinished Business
- (h) New Business
- (i) Consideration of Adequacy of Reserves
- (j) Election of Members of the Board of Directors (when so required);
- (k) Adjournment.

Section 9. Conduct of the Annual Meeting. The President shall preside over all meetings of the Members and the Secretary shall keep the minutes of the meeting and record in a Minute Book of the Association such resolutions that are adopted by the Members as well as a record of all transactions occurring thereat. At the will of the President, a presider shall be appointed at any meeting. Robert's Rules of Order (latest edition) as modified by the Board of Directors shall govern the conduct of all meetings of the Association when not in conflict with the Declaration or these Bylaws.

ARTICLE FIVE Directors

Section 1. Management. The business and affairs of the Association shall be managed by the Board of Directors.

Section 2. Qualifications and Number of Directors. A Director shall be a Member of the Association as defined in these Bylaws. The number of directors shall be five (5). Four (4) shall be officers of the Board and hold the following positions: President, Vice President, Secretary, and Treasurer. The fifth member of the Board is a Member at Large. The number of directors may be increased or decreased, from time to time by amendment of these Bylaws upon two-thirds (2/3) vote of the Members eligible to vote, using approved voting methods described in these Bylaws, at the Annual Meeting, or by mailed ballot. However, the number of directors shall not be decreased to less than three (3). No decrease shall have the effect of shortening the term of any incumbent director.

Section 3. Election and Terms of Office. The election of members of the Board of Directors shall be held annually per vacancies: (1) anticipated by expiration of terms of incumbents, (2) arising from the resignation of any officer, and (3) created by the expiration of any term of office held by interim officers appointed by the Board to fill an unexpired term of previously elected officers. Voting methods described in these Bylaws (ARTICLE 3, SECTION 4 herein) shall rule. Except when these Bylaws are suspended or undergoing revision, Officer elections shall be conducted in the context of the Association's Annual Meeting.

The term of office for each Board of Directors member shall be three (3) years. No Board of Directors member shall serve consecutive terms; however, if a vacating position cannot be filled, the Board may request the current Board member continue until a replacement is appointed.

The Nominating Committee shall issue a Call for Nominations no less than sixty (60) days prior to the date of the Annual Meeting or the date when elections shall be held if not during the Annual Meeting. The Call for Nominations shall be delivered to every Member by the US Postal Service and shall contain information about open Board positions, associated terms of office, instructions for self-nomination and nomination of others, specific postal and e-mail addresses for the return of nominations to the committee, and deadline dates by which the Nominating Committee shall close nominations.

Nominations from the floor of any meeting of the Association shall not be accepted. At the close of nominations, the Nominating Committee shall assemble a written ballot that includes an enclosure stating each candidate's two paragraph biography emphasizing strengths he or she offers to the Association. The Nominating Committee shall present the written ballot to the Board in the form of a committee report. Following the recording of the written ballot in the minutes of the Board meeting where reported, the Nominating Committee shall present the written ballot to the Secretary for inclusion in the upcoming Annual Meeting packet or inclusion in an official mailing (US Postal Service) that will be sent to every Member a minimum of thirty (30) days prior to the deadline for elections of Directors.

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A return envelope in which the marked ballot shall be returned to the Secretary shall be provided in the Annual Meeting packet and in the mailing. Only marked ballots returned by the announced deadline to the Secretary of the Association by US Postal Service and in the form of a written ballot cast by Members in attendance at the Annual Meeting shall be considered legitimate votes in Board elections. The mailed ballot returned to the Secretary and the written ballot cast at the Annual Meeting both shall provide every Member with the opportunity to exercise his or her rights to vote in Board elections, as given by these Bylaws.

One vote per Member, as defined in these Bylaws, will be verified by the Secretary and Treasurer when returned ballots are deposited in the Association's mailbox. Written ballots at an Annual Meeting will be verified against the attendance record of said meeting.

The persons receiving the largest number of votes shall be elected. Cumulative voting is not permitted. Unless removed in accordance with these Bylaws, each director shall hold office for the term for which they are elected and until a qualified successor has been elected.

Section 4. Powers and Duties. The Board of Directors has the powers and duties necessary for the administration of the affairs of the Association and for the operation and maintenance of the Common Areas. The Board may do all such acts and things as required by law, by these Bylaws, by the Declaration, or such acts and things directed to be exercised and done or such acts and things directed to be exercised and done exclusively by the Members, or without prejudice to such foregoing general powers and duties and such powers and duties as are set forth in the Declaration, the Board of Directors is vested with, and responsible for, the following powers and duties:

(a) The power and duty to select, appoint and remove all officers, agents and employees of the Association, to prescribe such powers and duties for them as may be consistent with law, the Articles of Incorporation, the Declaration and these Bylaws; to fix their compensation and to require from them security for faithful service when deemed advisable by the Board;

(b) The power and duty to conduct, manage and control the affairs and business of the Association, and to make and enforce such rules and regulations therefore consistent with the law, with the Articles of Incorporation, the Declaration and these Bylaws, as the Board may deem necessary or advisable;

(c) The power and duty to fix and levy from time to time Private Roadway Maintenance assessments, regular annual assessments and special assessments upon the Members, as provided in the Declaration, to determine and fix the due date upon which the same shall become delinquent; provided, however, that such assessments shall be fixed and levied only to provide for the payment of taxes and assessments upon real or personal property owned, leased, controlled or occupied by the Association, or for the payment of expenses for labor rendered or materials or supplies used and consumed, or equipment and appliances furnished for the maintenance, improvement or development of such property or for the payment of any and all obligations in relation thereto, or in performing or causing to be performed any of the purposes of the Association for the health, safety, general benefit and welfare of its Members, in accordance with the provisions of the Declaration. Subject to any limitations imposed by the Declaration and these Bylaws, the Board of Directors shall have the power and duty to incur any and all such expenditures for any of the foregoing purposes and to provide, or cause to be provided, adequate funds for replacements as it shall deem to be necessary or advisable in the interest of the Association or welfare of its Members. The funds collected by the Board of Directors from Members, attributable to replacement funds, for maintenance costs recurring less frequently than annually, and for capital improvements, shall at all times be held in trust for the Members and shall not be commingled with other assessments collected from the Members. Such Private Roadway Maintenance Assessments, Annual Assessments and Special Assessments shall be fixed in accordance with the provisions of these Bylaws and the Declaration. Should any Member fail to pay such assessments before delinquency, the Board of Directors in its discretion is authorized to enforce the payment of such delinquent assessments as provided herein and in the Declaration.

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(d) The power and duty to enforce the provisions of the Declaration;

(e) The power and duty to contract for and pay fire, casualty, errors and omissions, blanket liability, malicious mischief, vandalism, and other insurance, insuring the Members, the Association, the Board of Directors and other interested parties, in accordance with the provisions of the Declaration, insuring, covering and protecting against such damages or injuries as the Board deems advisable (which may include without limitation, medical expenses of persons injured on the Property). The Board shall review, not less frequently than annually and in advance of expiration dates, all insurance policies and bonds obtained on behalf of the Association by the Board or by agents of the Association;

(f) The power and duty to contract and pay for repairs, maintenance, gardening, utilities, materials and supplies, and services relating to the Property and to employ personnel necessary for the operation of the Property and to keep in good order, condition and repair, all of the Common Properties and all items of personal property used in the enjoyment of the entire premises, including the power to contract and pay for legal and accounting services, and to contract for and pay for Improvements on the common areas;

(g) The power and duty to accept assignment of or enter into license and/or maintenance agreements with any city, Travis and Burnet Counties, or other appropriate governmental authority to construct, maintain, repair and replace landscape improvements and irrigation systems within any public right-of-way crossing or abutting the Property;

(h) The power, but not the duty, to delegate its powers according to law;

(i) The power and the duty to grant and maintain easements where necessary for utilities, sewer facilities and other public purposes to serve the Property;

(j) The power and duty to adopt such rules and regulations ("Rules") as the Board may consider necessary for the management of the Property, which Rules shall become effective and binding after (1) they are adopted by a majority of the Board at a duly called meeting, and (2) they are either mailed or otherwise delivered to each Member, and (3) they are posted in a conspicuous place on the Common Areas, or recorded. Such Rules may address, without limitation, use of the Common Areas, signs, parking restrictions, minimum standards of property maintenance, and any other matter within the jurisdiction of the Association as provided in the Declaration; provided, however, that such Rules shall be enforceable only to the extent that they are consistent with the Declaration, the Articles of Incorporation and these Bylaws; and the Rules may not be used to amend any of said documents;

(k) The power and duty to keep, or cause to be kept, a complete record of all acts and corporate affairs of the Association and to present a statement thereof to the Members at the annual meeting of the Members and at any other time that such statement is requested by Members representing at least fifty percent (50%) of the total voting power of the Association;

(l) The power, but not the duty, to sell personal property of the Association; provided, however, that the prior vote or written approval of the Members entitled to cast at least a majority of the voting power of the Association must be obtained to sell, during any fiscal year, personal property of the Association;

(m) The irrevocable right of access to each Lot at reasonable hours as may be necessary for the maintenance, repair replacement of any Improvements to the Common Areas to prevent damage to the Common Areas;

(n) The irrevocable right of access to each Lot at any hour for the purpose of making emergency repairs necessary to prevent additional damage to the Common Areas;

(o) The power, but not the duty, to borrow funds in order to pay for any expenditure or outlay required pursuant to authority granted by the provisions of the Declaration and these Bylaws, and to execute all such instruments evidencing such indebtedness as the Board of Directors may deem necessary;

(p) The power and the duty to establish a bank account or accounts for the common treasury and for all separate funds which are required or may be considered advisable by the Board of Directors;

(q) The power and duty to make repairs, additions, alterations and Improvements to the Common Areas consistent with managing the Project in a manner keeping with the character and quality of the neighborhood in which it is located, and consistent with the best interests of the Lot Owners, the Declaration, and these Bylaws;

(r) To protect and defend the entire Common Areas from loss and damage by suit or otherwise;

(s) To keep and maintain full and accurate books and records showing all of the receipts, expenses or disbursements and to permit examination thereof at any reasonable time by each of the Lot Owners and any first mortgagee of a Lot, and, if a majority of the Board of Directors so elects, to cause a complete audit of the books and accounts to be made by a competent accountant, once each year. The Association, if directed to do so by the Board of Directors, shall cause to be prepared and made available upon request annually to each Owner an audited statement showing all receipts, expenses or disbursements since the last such statement. Such audited financial statement, if prepared, shall be available to any first mortgagee of a Lot, on request, within one hundred eighty (180) days following the fiscal year end of the Association;

(t) In general, to carry on the administration of this Association and to do all of those things, necessary and reasonable, in order to carry out the communal aspect of the Common Areas.

(u) The power to contract with Declarant and other persons on such terms and provisions as the Board shall determine, to operate and maintain any common area or to provide any service or perform any function on behalf of Declarant or any person.

(v) Any individual expenditure under this Article shall be limited to an amount established annually at the Annual Meeting of the Members by the Board of Directors. Any expenditure exceeding this amount must be approved by a vote of at least 51% of the Members voting.

Section 5. Employment of a Professional Manager. The Board of Directors may employ for the Association a professional independent contractor ("Manager") at a compensation established by the Board of Directors, to perform such duties and services as the Board of Directors shall authorize. Provided, however, that any management contract entered into with such Manager may not be entered into for a term exceeding one (1) year provided further that any such management contract may be terminated by the Association with or without cause upon thirty (30) days' prior written notice.

Section 6. Removal. Any director may be removed either for cause or without cause at a special meeting of the Members called for that purpose. Removal shall be accomplished by the affirmative vote of a majority (based on vote) of the Owners' votes entitled to be cast and represented in person at such meeting which are entitled to vote for the election of such director.

Section 7. Vacancy. A vacancy on the Board of Directors shall be filled by appointment at any meeting of the Board of Directors by a majority of the Directors then in office, though less than a quorum. Each successor Director shall be elected or appointed for the unexpired term of his or her predecessor in office and shall serve the remainder of said term. Any directorship to be filled by reason of any increase in the number of Directors shall be filled by election at the same time as annual elections to fill Board positions are conducted. No action by the Board of Directors shall be invalid solely for the reason that there existed one or more vacancies on the Board of Directors at such time.

Section 8. Compensation. Directors, as such, shall not receive any salary for their services, but, by resolution of the Board a fixed sum, plus expenses of attendance, if any, may be paid for attendance at each regular or special meeting of the Board. Nothing herein shall be construed to preclude any Director from serving the Association in any other capacity and receiving compensation therefore. Members of the executive committee may, by resolution of the Board of Directors, be allowed like compensation for attending committee meetings.

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Section 9. Pre-Annual Meeting Board Meeting. The annual meeting of the Board of Directors shall be held without other notice than as provided in these Bylaws immediately before and at the same place as the Annual Meeting of the Association's Members.

Section 10. Regular Meetings of the Board of Directors. The Directors shall determine the needs for, frequency, location, and venue of Regular Meetings held throughout the year, as business of the Association demands. Meetings shall be announced in advance, but not less than seven (7) days before the meeting, except when immediate situations require a Special Called Meeting to manage emergency conditions. A Call for Agenda items for any Board meeting shall be requested from each Director by the President or his or her designee, by e-mail, telephone or written communication not later than seven (7) days prior to the scheduled meeting. The final agenda shall be delivered to the CRS POA webmaster by the Secretary and posted as notice for Members no later than three (3) days prior to the scheduled meeting. Regular Meetings shall be by telephone, by e-mail, or in person. Members wishing to address the Board of Directors at a Regular Meeting shall send e-mail notice to the Board, not later than two (2) days prior to the date of the meeting, requesting such and detailing the topic he or she will address. Having placed such a request and upon acceptance of the request by the Board, the Member(s) shall be assigned a place on the agenda and shall be heard by the Board at that time. Members being heard and other Members wishing only a passive presence at a Board Meeting shall be responsible to pay any expenses they incur related to the use of the meeting's communication venue and travel to and from the meeting.

Section 11. Special Meetings of the Board of Directors. Notice of the call of a Special Meeting shall be made known to each of the Directors and Association members not later than three (3) days prior to the day for which such meeting is called. Notice to each Director shall be by e-mail or telephone. Notice to Association members shall be 1) posted in a conspicuous manner reasonably designed to provide notice to Association members, 2) on any Internet website available to Association members that is maintained by the Association or by a management company on behalf of the Association [other Internet media], and 3) by e-mail to each Lot Owner who has registered an e-mail address with the Association. The purpose of the Special Meeting of the Board of Directors shall be specified.

Section 12. Location of Regular and Special Meetings of the Board of Directors. The Directors of the Association may hold Regular or Special Meetings either within or without the State of Texas.

Section 13. Telephonic and Electronic Conference. Subject to the provisions for notice required by these Bylaws and the Texas Non-Profit Corporation Act for notice of meetings, Directors may participate in and hold a meeting by means of telephone conference or electronic methods such as e-mail, by which all persons participating in the meeting can hear or read and respond to each other. Participation in the meeting shall constitute presence in person at the meeting.

Section 14. Waiver of Notice. Notice of any Special Meeting may be waived in writing signed by the person or persons entitled to such notice. Such waiver may be executed at any time before or after the holding of such meeting. Attendance of a Director at a Special Meeting shall constitute a waiver of notice of such special meeting, except where a Director attends for the express purpose of objecting to the transaction of any business on the ground that the meeting is not lawfully called or convened.

Section 15. Quorum. A majority of the number of Directors then in office shall constitute a quorum for the transaction of business. The act of the majority of the Directors present at a meeting at which a quorum is present shall be the act of the Board of Directors unless otherwise specifically required by law or these Bylaws. If a quorum is not present at any meeting of Directors, the Directors present may adjourn the meeting from time to time, without notice other than announcement at the meeting until a quorum is present.

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Section 16. Conduct of Meeting. The President shall preside over all meetings of the Board of Directors and the Secretary shall keep the minutes of the meeting and record in a Minute Book of the Board of Directors such resolutions that are adopted by the Board of Directors and a record of all transactions occurring thereat. Robert's Rules of Order (latest edition) as modified by the Board of Directors shall govern the conduct of all meetings of the Association when not in conflict with the Declaration or these Bylaws. In his or her absence, the President shall appoint a designee on the Board to conduct the meeting.

Section 17. Action Without Meeting. Any action required or permitted to be taken at a meeting of the Board of Directors or any executive committee, or other committee may be taken without a meeting if a consent in writing and by e-mail setting forth the action so taken shall be signed by all of the members of the Board of Directors or executive committee then in office, as the case may be. Such consent shall have the same force and effect as a unanimous vote at a meeting, and may be stated as such in any document or instrument filed with the Secretary of State.

Section 18. Fidelity Bonds. The Board of Directors may, in its discretion, require adequate fidelity bonds for all officers, Directors, and employees of the Association handling or responsible for Association funds. The premiums of such bonds shall constitute an expense payable from assessment revenues.

ARTICLE SIX Committees of the Association

All Committees of the Association are responsible to the Members via the Board of Directors. Membership on any committee is open to all Association members in good standing. Each year, at the Annual Meeting, a Call to Committee Service form is distributed to the assembly at which time volunteers may present their desires to serve. Those not in attendance shall receive the form via e-mail or US Postal Service. Committee appointments are for a one-year period and are renewable upon presentation of the next year's Call to Committee Service form. The Board shall appoint committee members as soon as possible following the Annual Meeting and inform each volunteer. All Committees shall provide an activity report to the Board for review at each Board meeting. Reports shall be sent to the Board, in advance of each meeting, by the Chairperson or his or her designee. A summary of the year's work performed by every committee shall be presented to the Board for inclusion in the Annual Meeting packets all Members receive.

Section 1. The Executive Committee. The Board of Directors, by resolution adopted by a majority of the full Board of Directors, may designate from among its members an executive committee, which committee, to the extent provided in such resolution, shall have and may exercise all of the authority of the Board of Directors in the business and affairs of the Association except where action of the Board of Directors is specifically delegated by the Texas Non-Profit Corporation Act or other applicable law, the Articles of Incorporation or these Bylaws, but the designation of such committee and the delegation thereto of authority shall not operate to relieve the Board of Directors, or any member thereof, of any responsibility imposed upon him or her by law. The executive committee shall keep regular minutes of its proceedings and report the same to the Board when required by the Board. Actions by the executive committee shall be ratified by the Board of Directors within ninety (90) days of said action.

Section 2. The Nominating Committee. The Nominating Committee shall consist of a Chairman, who shall be a member of the Board of Directors, and two (2) or more members of the Association. Its purpose is to solicit nominees, prepare a slate of candidates, and mail and receive returned ballots from POA members in order to fill Board vacancies created by the natural expiration of terms of office. The Nominating Committee shall be appointed by the Board of Directors immediately following the close of each Annual Meeting. The Nominating Committee shall serve from the close of the Annual Meeting until the close of the next Annual Meeting, at which time a newly appointed Nominating Committee shall commence its duties. Duties of the Nominating Committee shall include issuing a Call for Nominations no fewer than ten (10) days and no more than sixty (60) days prior to the date of the next Annual Meeting or the date when elections shall be conducted if not during the Annual Meeting. Nominees shall be solicited until there is at least one candidate for each vacancy to be filled on the Board of Directors. Nominees shall be Members of the Association. Election to the Board of Directors shall be by votes counted by tellers at the Annual Meeting inclusive of written ballots cast at the meeting and ballots returned to the Association's principal office address by US Postal Service prior to the deadline announced in Members' Annual Meeting Packets or otherwise official election mailings. Envelopes received by the Secretary prior to the announced deadline for casting a ballot by mail will be delivered, sealed, to the tellers at the Annual Meeting and opened only by tellers during ballot count. Following the verification and certification of the ballots by the tellers and acceptance of election results by the Board and Members present at the Annual Meeting, ballots shall be stored with the Secretary for a period of one year.

Section 3. The Infrastructure Monitoring Committee. The Infrastructure Monitoring Committee (IMC) shall consist of a Chairman, who shall be a member of the Board of Directors, and two (2) or more members of the Association. Its purpose is to monitor, report conditions of, suggest maintenance strategies for, and recommend remedies to correct any deficiencies found in CRS community-based physical resources such as shared roads, common recreational and security structures, water and utilities systems, and grounds. The IMC functions are as follows and may be amended as needed:

1. Performs timely inspections of common properties and shared services for malfunctions, deterioration, malicious damages, sufferings from acts of nature, and needs for repairs and rehabilitations;
2. Reports findings to the CRS POA Board of Directors, along with suggestions for possible remedies;
3. Accepts requests from the CRS POA Board of Directors to perform specific activities, which shall include and not be limited to: (a) the solicitation of proposals/bids from service providers to repair, remedy, rehabilitate or replace property deficiencies already reported to the Board (using the standardized CRS Request for Bid form), (b) the monitoring of work performed by service providers under contract with CRS POA by power of the Board, (c) final inspections of work completed by the contractors hired by the CRS POA through its Board, (d) declarations that work completed by the contractors is satisfactory, and (e) propose to the Board a monitoring and inspection schedule that is in the best interests of the community;
4. Submits monthly reports to the CRS POA Board of Directors and otherwise when requested; and,
5. Submits an annual report, when requested, in advance of the CRS POA Annual Meeting.

Section 4. The Bylaws Review Committee. The Bylaws Review Committee (BRC) shall consist of a Chairman, who shall be a member of the Board of Directors, and two (2) or more members of the Association. Its purpose is to critically review and evaluate current CRS POA Bylaws and CCR/Deed Restrictions in context of the current and future needs of our growing community, and recommend to the CRS Board of Directors drafts of proposed changes that shall be discussed and brought before the CRA POA membership for consideration and vote. Current Bylaws will prevail until such time as a 51% vote of the membership approves revisions. The BRC functions are as follows and may be amended as needed:

1. Reviews current CRS POA bylaws to appraise their abilities to effectively guide the governance, preservation of property, and future growth of the CRS community and its POA;
2. Drafts revisions for each section and item under review;
3. Presents drafts to CRS POA Board of Directors for review and comment;
4. Revises drafts and re-distributes them for final review;
5. Recommends to the Board the presentation of proposed revisions to the CRS POA membership in advance of any year's forthcoming Annual Meeting;
6. Performs related mailing activities;
7. Secures returned ballots, supervises third party tellers, receives certification of the vote;
8. Prepares revisions as needed following discussion and vote by the membership;
9. Presents the Board with the final form of approved revisions as a new body of Bylaws ready for recording in County offices;
10. Submits monthly reports to the CRS POA Board of Directors and otherwise when requested; and,
11. Submits an annual report, when requested, in advance of the CRS POA Annual Meeting.

Section 5. The Policies and Procedures Advisory Committee. The Policies and Procedures Advisory Committee (PPAC) shall consist of a Chairman, who shall be a member of the Board of Directors, and two (2) or more members of the Association. Its purpose is to draft representations of policies and procedures that flow from CRS POA Bylaws. Drafts shall be examined by past and current officers of the Board, committee chairpersons, and members for accuracy. Final drafts shall be presented to the CRS Board of Directors as recommendations. The PPAC functions are as follows and may be amended as needed:

1. Elicits from past and current CRS POA committee members and officers of past and present Boards suggestions for policies and procedures that will facilitate positive growth of the organization;
2. Drafts policies and procedures that are consistent with CRS POA Bylaws;
3. Presents drafts to CRS POA Board of Directors for review and comment;
4. Revises drafts and re-distributes them for final review;
5. Recommends to the Board the adoption of policies and procedures;
6. Prepares documents for further review and endorsement-in-intent by the POA membership;
7. Submits monthly reports to the CRS POA Board of Directors and otherwise when requested; and,
8. Submits an annual report, when requested, in advance of the CRS POA Annual Meeting.

Section 6. The Architectural Review Committee. The Architectural Review Committee (ARC) shall consist of a Chairman and at least two (2) but no more than six (6) additional members of the Association. No member of the ARC, including the Chairman, shall include any Director, any Director's spouse or family member, or any Director's co-habitant unless otherwise allowed by the Texas Property Code. Its purpose is to review plans submitted for approval by POA members for the construction of improvements upon CRS properties, determine the compliance of the proposed improvements with the CCRs, request of the applicant(s) as much information as is needed during the review, and arrive at an approval status. The ARC may designate Advisory Members for a fixed period, shall be responsible to the Board of Directors, and shall provide monthly and annual reports of all activities and decisions. Refer to the CRS POA CCRs for detailed requirements for improvements.

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Section 7. Other Committees as Needed. The Board shall approve the addition of committees as determined by needs that arise in the community.

ARTICLE SEVEN Officers

Section 1. Designation of Officers. The Officers of the Association shall be elected by the Directors and shall be President, a Vice President, a Secretary and a Treasurer. The Board of Directors may also elect additional Vice Presidents, and one or more Assistant Secretaries and Assistant Treasurers. Any two or more offices may be held by the same person except that the offices of President and Secretary shall not be held by the same person.

Section 2. Election of Officers of the Board. The Board of Directors, by resolution adopted by a majority of the members then in office, may elect from among their number persons to serve as President, Vice President, Secretary and Treasurer, provided elections to fill vacancies and expired terms on the Board were not specific to those positions. The officers of the Association shall serve until the next election of officers. Each officer shall hold office until their successor has been elected and qualified, or until the death, resignation, or removal of the officer.

Section 3. Appointment, Compensation, and Removal of Other Officers and Agents. The Board of Directors may appoint such other officers and agents as it deems necessary. Such officers and agents shall be appointed for such term not to exceed one year and shall exercise such powers and perform such duties as may be determined from time to time by the Board.

Section 4. Duties of President. The President shall be the chief executive officer of the Association. The President shall preside at all meetings of the Board of Directors and at all meetings of the Members. The President at each Annual Meeting of Members and of the Board of Directors shall present a report of the condition of the Association. The President shall call Regular and Special Meetings of the Directors and the Members in accordance with these Bylaws. The President shall appoint and remove, employ and discharge and fix the compensation of all agents and employees of the Association other than himself, subject to the approval of the Board of Directors. The President shall sign and make contracts and agreements in the name of the Association. The President shall see that the books, reports, statements, and certificates required by law are properly kept. The President shall enforce these Bylaws and perform all of the duties normally incident to the position and office of the President.

Section 5. Duties of Vice-President. In the absence of the President or in the event of his or her inability or refusal to act, the Vice President (or in the event there be more than one vice-president, the vice-president in the order designated, or in the absence of any designation, in the order of their election) shall perform the duties of the President, and when so acting, shall have all powers of, and be subject to all the restrictions upon, the President. Each Vice President shall also have such powers and perform such other duties as from time to time may be assigned to him or her by the President or by the Board of Directors.

Section 6. Duties of Secretary. The Secretary shall attend all meetings of the Members and of the Board of Directors. The Secretary shall keep a true and complete record of the preceding, including all votes and resolutions presented at these meetings, in a book to be kept for that purpose. The Secretary shall be custodian of the records and of the seal, if any, of the Association, and shall affix the same, if the Association so has a seal, to documents, the execution of which is duly authorized. The Secretary shall give or cause to be given all

notices required by law, the Declaration, the Restrictive Covenants or these Bylaws. The Secretary shall also perform such other duties as may be prescribed by the Board of Directors or the President. With the Treasurer, the Secretary shall sign, make and endorse in the name of the Association all checks, drafts, warrants, and orders for the payment of money and shall pay out and dispose of same and receipt therefore, under the direction of the President or the Board of Directors.

Section 7. Duties of Treasurer. The Treasurer shall have the care and custody of and be responsible for the funds and properties of the Association and shall deposit such funds in the name of the Association in such depositories as the Board of Directors may from time to time designate. The Treasurer, with the Secretary, shall sign, make and endorse in the name of the Association all checks, drafts, warrants, and orders for the payment of money and shall pay out and dispose of same and receipt therefore, under the direction of the president or the Board of Directors. The Treasurer shall disburse funds as directed by resolution of the Board of Directors, provided, however, that a resolution of the Board of Directors is not necessary for disbursement made in the ordinary course of business conducted within the limits of a budget adopted by the Board of Directors. The Treasurer shall be responsible for keeping full and accurate financial records and books of account showing all receipts and disbursements, and for the preparation of all required financial data. The Treasurer shall exhibit at reasonable times and upon reasonable request of not less than two (2) weeks advance notice, their books and record of account to any Director or Member of the Association. The Treasurer shall communicate directly with the certified public accountant or public accountant, on behalf of the Association, to execute payment of invoices, prepare monthly budget reports, facilitate the annual audit of the Association books, prepare the annual filing of IRS returns, and with the Board of Directors prepare an annual budget and a statement of income and expenditures to be presented to the Members at the Annual Meetings. The Treasurer shall also render a statement of the condition of the financial affairs of the Association at each regular meeting of the Board of Directors and at such other times as he or she may be directed by the Board of Directors.

ARTICLE EIGHT

Liability and Indemnification of Officers and Directors

Section 1. Indemnification.

1.1 Definitions. For purposes of this Section 1:

(a) References to the "Association" shall include any domestic or foreign predecessor entity of the Association in a merger, consolidation or other transaction in which the liabilities of the predecessor are transferred to the Association by operation of law and in any other transaction in which the Association assumes the liabilities of the predecessor but does not specifically exclude liabilities that are the subject matter of this Section.

(b) "Indemnitee" means (a) any present or former Director, advisory director, or officer of the Association, (b) any person who, while serving in any of the capacities referred to in clause (a) hereof served at the Association's request as a director, officer, partner, venturer, proprietor, trustee, employee, agent or similar functionary of another foreign or domestic corporation, partnership, joint venture, trust, employee benefit plan or other enterprise, and (c) any person nominated or designated by (or pursuant to authority granted by) the Board of Directors or any committee thereof to serve in any of the capacities referred to in clauses (a) or (b) hereof.

(c) "Official Capacity" means (a) when used with respect to a Director, the office of Director of the Association, and (b) when used with respect to a person other than a Director, the elective or appointive office of the Association held by such person or the employment or agency relationship undertaken by such person at the request of or on behalf of the Association, but in each case does not include service for any other foreign or domestic corporation or any partnership, joint venture, sole proprietorship, trust, employee benefit plan or any other enterprise.

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(d) "Proceeding" means any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative, arbitrative or investigative, any appeal in such an action, suit or proceeding, and any inquiry or investigation that could lead to such an action, suit or proceeding.

1.2 Indemnification. The Association shall indemnify an Indemnitee who was, is, or is threatened to be named defendant, respondent or witness in a Proceeding by reason, in whole or in part, of such person serving or having served or having been nominated or designated to serve, in any of the capacities referred to in Subparagraph 1.1 (b) above, against any judgments, penalties, (including excise and similar taxes), fines, settlements, and reasonable expenses actually incurred by the person in connection with the Proceeding if it is determined, in the manner described in Paragraph 1.3 below, that the person (1) conducted himself or herself in good faith, (2) reasonably believed, in the case of conduct in his or her Official Capacity, that his or her conduct was in the Association's best interests, and in all other cases, that his or her conduct was at least not opposed to the Association's best interest, and (3) in the case of any criminal Proceeding, had no reasonable cause to believe his or her conduct was unlawful; provided, however, that if the person is found liable to the Association or is found liable on the basis that personal benefit was improperly received by him or her, the indemnification (i) shall be limited to reasonable expenses actually incurred by the person in connection with the Proceeding and (ii) shall not be made in respect of any Proceeding in which the person shall have been found liable for willful or intentional misconduct in the performance of his or her duty to the Association. The termination of a Proceeding by judgment order, settlement or conviction, or on a plea of nolo contendere or its equivalent is not of itself determinative that the person did not meet the requirements for indemnification set forth above. A person shall be deemed to have been found liable in respect of any claim, use or matter only after the person shall have been so adjudged by a court of competent jurisdiction after exhaustion of all appeals therefrom.

Notwithstanding any other provision of this Section, the Association shall pay or reimburse expenses incurred by an Indemnitee in connection with his appearance as a witness or other participant in a Proceeding at the time when he or she is not a named defendant or respondent in the Proceeding. Reasonable expenses shall include, without limitation, all court costs and all fees and disbursements of attorneys for the Indemnitee.

1.3 Determinations. The determination required in paragraph 1.2 above that an Indemnitee has satisfied the prescribed conduct and belief standards must be made 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, (2) if such a 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 or more Directors who at the time of the vote are not named defendants or respondents in the Proceeding, (3) by special legal counsel selected by the Board of Directors or a committee of the Board by vote as set forth in clause (1) or (2) of this sentence, or, if such a quorum cannot be obtained and such a committee cannot be established, by a majority vote of all Directors, or (4) by the Members in a vote that excludes the vote of the Directors who are named defendants or respondents in the Proceeding. The determination as to reasonableness of expenses must be made in the same manner as the determination that the person has satisfied the prescribed conduct and belief standards, except that if the determination that the person has satisfied the prescribed conduct and belief standards is made by special legal counsel, the determination as to reasonableness of expenses must be made by the Board of Directors or a committee of the Board by vote as set forth in clause (1) or (2) of the immediately preceding sentence or, if such a quorum cannot be obtained and such a committee cannot be established, by a majority vote of all Directors.

1.4 Advancement of Expenses. Reasonable expenses incurred by an Indemnitee who was, is or is threatened to be made a named defendant or respondent in a Proceeding shall be paid or reimbursed by the Association, in advance of the final disposition of the Proceeding and without any of the determinations specified in Paragraph 1.3 above, after the Association receives a written affirmation by the Indemnitee of his or her good faith belief that he or she has met the standard of conduct necessary for indemnification under Paragraph 1.2 above and a written undertaking by or on behalf of such Director to repay the amount paid or reimbursed if it is ultimately determined that he or she has not met those requirements. The written undertaking

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described in the immediately preceding sentence to repay the amount paid or reimbursed to him or her by the Association must be an unlimited general obligation of the Indemnitee but need not be secured, and it may be accepted without reference to financial ability to make repayment.

1.5 Insurance and Other Indemnification. The Association may purchase and maintain insurance or establish and maintain another arrangement on behalf of any Indemnitee against or in respect of any liability asserted against him or her and incurred by him or her, both as to action in his or her Official Capacity and as to action in any other capacity, whether or not the Association would have the power to indemnify him or her against that liability under these Bylaws or by statute. If the insurance or other arrangement is with a person or entity that is not regularly engaged in the business of providing insurance coverage, the insurance or arrangement may provide for payment of a liability with respect to which the Association would not have the power to indemnify the person only if including coverage for the additional liability has been approved by the Members of the Association. Without limiting the power of the Association to purchase, procure, establish or maintain any kind of insurance or other arrangement, the Association may, for the benefit of Indemnitee, (1) create a trust fund; (2) establish any form of self-insurance; (3) secure its indemnity obligation by grant of a security interest or other lien on the assets of the Association; or (4) establish a letter of credit, guaranty or surety arrangement. The insurance or other arrangement may be purchased, procured, maintained or established within the Association or with any insurer or other person deemed appropriate by the Board of Directors regardless of whether all or part of the stock or other securities or the insurer or other person are owned in whole or part by the Association. In the absence of fraud, the judgment of the Board of Directors as to the terms and conditions of the insurance or other arrangement and the identity of the insurer or other person participating in an arrangement shall be conclusive, and the insurance or arrangement shall not be voidable and shall not subject the Directors approving the insurance or arrangements to liability, on any ground, regardless of whether Directors participating in the approval are beneficiaries of the insurance or arrangement.

1.6. Report to Members. Any indemnification of or advancement of expenses to an Indemnitee in accordance with this Section or the provisions of any statute shall be reported in writing to the Members with or before the notice or waiver of notice of the next Members' meeting or with or before the next submission to Members of a consent to action without a meeting and, in any case, within the 12-month period immediately following the date of the indemnification or advance.

1.7 Entitlement. The indemnification provided by this Section shall (1) not be deemed exclusive of, or to preclude, any other rights to which those seeking indemnification may at any time be entitled under the Association's Articles of Incorporation, any law, agreement or vote of Members or disinterested Directors, or otherwise (2) continue as to a person who has ceased to be in the capacity by reason of which he or she was an Indemnitee with respect to matters arising during the period he or she was in such capacity, and (3) inure to the benefit of the heirs, executors and administrators of such a person.

1.8 Severability. The provisions of this Section are intended to comply with Article 1396-2.22A of the Texas Non-Profit Corporation Act. To the extent that any provision of this Section authorizes or requires indemnification or the advancement of expenses contrary to such statute or the Articles of Incorporation, the Association's power to indemnify or advance expenses under such provision shall be limited to that permitted by such statute and the Articles of Incorporation and any Incorporation shall not affect the validity of any other provision of this Section.

1.9 Effect of Amendment. No amendment, modification or repeal of this Section or any provision hereof shall in any manner terminate, reduce or impair the right of any past, present or future Indemnitee to be indemnified by the Association, nor the obligation for the Association to indemnify any such Indemnitee, under and in accordance with the provisions of this Section as in effect immediately prior to such amendment, modification or repeal with respect to claims arising from or relating to matters occurring, in whole or in part, prior to such amendment, modification or repeal, regardless of when such claims may arise or be asserted.

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1.10 Statutory Changes. In the event the indemnification provided by this Section is more restrictive than the provisions of indemnification allowed by Article 1396-2.22A of the Texas Non-Profit Corporation Act, then those persons seeking indemnification shall be indemnified to the full extent permitted by Article 1396-2.22A of the Texas Non-Profit Corporation Act, as if may exist from time to time.

Section 2. Interested Directors and Officers.

2.1. If paragraph 2.2 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 has 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 or committee authorizing such contract or transaction, or because such person's votes are counted for such purpose.

2.2 Paragraph 2.1 above will apply only if:

(a) The contract or transaction is fair to the Association as of the time it is authorized or ratified by the Board of Directors, a committee of the Board, or the Members; or

(b) 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:

(i) to the Members entitled to vote thereon and they nevertheless in good faith authorize or ratify the contract by a majority vote of the Members present; or

(ii) to the Board of Directors and it 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.

(iii) 2.3 The provisions contained in paragraphs 2.1 and 2.2 above may not be construed to invalidate a contract or transaction which would be valid in the absence of such provisions.

ARTICLE NINE

Common Expenses and Assessments

Section 1. Determination of Common Expenses and Assessments.

1.1 Fiscal Year. The fiscal year of the Association shall consist of the twelve (12) month period which shall be designated by the Board of Directors.

1.2 Preparation and Approval of Budget. At least thirty (30) days before the end of each fiscal year the Board of Directors shall adopt a budget for the Association containing an estimate of the total amount which it considers necessary to pay the cost of common utility services (i.e., water and sewer, gas, and electricity), electrical service, maintenance, management, operation, repair and replacement of Improvements to the Common Areas, and personal property owned by the Association (except in the case of fire loss), and the cost of wages, materials, insurance premiums, services, supplies and any other expenses that may be declared to be Common Expenses by these Bylaws, the Declaration or a resolution of the Board of Directors or Members, and which will be required during the ensuing fiscal year for the administration, operation, maintenance and repair of the Common Areas and the personal property owned by the Association, and the rendering to the Owners of all related services, such costs and expenses being referred to herein as the "Common Expenses". The budget may also include:

- (a) The cost of the maintenance or repair of any Lot or Improvement thereon in the event such maintenance or repair is reasonably necessary, in the discretion of the Board of Directors,
 - (i) because of the excessive use or damage caused by willful or negligent acts by a Lot Owner or his or her guests, invitees, licensees, agents, employees or patrons,
 - (ii) to protect the Common Areas,
 - (iii) to preserve the appearance or value of the Property or,
 - (iv) to protect the interest of the general welfare of all Owners; provided, however, that no such special maintenance or repair shall be undertaken without a resolution by the Board of Directors or without reasonable written notice to the Owner of the Lots proposed to be maintained and provided further that the cost thereof shall be assessed against the Lots on which such maintenance or repair is performed and, when so assessed, a statement for the amount thereof shall be rendered promptly to the Owner of said Lots, at which time the assessment shall become due and payable and shall be a continuing lien and obligation of said Owner in all respects as provided in the Declaration; and
- (b) Any amount necessary to discharge any lien or encumbrance levied against the Property or any portion thereof, which may, in the opinion of the Board of Directors, constitute a lien against the Association or any portion thereof.

1.3 Accounts. The Board shall establish no fewer than two (2) separate accounts (the "Maintenance Funds") into which shall be deposited all monies paid to the Association; and from which disbursement shall be made, as provided herein, in the performance of functions by the Association under the Declaration or these Bylaws. Each of the Maintenance Funds shall be established as separate trust savings or trust checking accounts at a federally insured banking or lending institution. The Maintenance Funds shall include:

- (a) an Operating Fund for current expenses of the Association, and
- (b) a Capital Contribution Fund for replacements and repairs of the Common Properties and other Improvements within the Property to the extent necessary under the provisions of the Declaration and these Bylaws. The Board shall not commingle any amounts deposited into any of the Maintenance Funds.

All amounts deposited into the Operating Fund and the Capital Contribution Fund must be used solely for the common benefit of all of the Owners for purposes authorized by the Declaration and these Bylaws as they may be amended from time to time. Disbursements from the Capital Contribution Fund shall be made by the Board only for the respective purposes specified in this Article Eight, the Declaration and/or Restrictive Covenants. Disbursements from the Operating Fund shall be made by the Board for such purposes as are necessary for the discharge of this responsibilities herein and under the said Declaration and Restrictive Covenants for the common benefit of all the Lot Owners, other than those purposes for which disbursements from the Capital Contribution Fund are to be used. No provision in these Bylaws shall be construed in such a way as to permit the Association to use any assessments to abate any annoyance for nuisance emanating from outside the physical boundaries of the Property. No provisions contained herein shall limit, preclude or impair the establishment of other funds by the Association earmarked for specified purposes authorized by the Declaration and these Bylaws.

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1.4 Notice of Budget. The Board of Directors shall send a copy of the budget, to each Lot Owner who has sent a written request to the Association for a copy of the budget, in reasonable itemized form which sets forth the amount of the Common Expenses payable by each Lot Owner, at least thirty (30) days prior to the beginning of the fiscal year to which the budget applies. Such budget shall constitute the basis for determining each Lot Owner's contribution for the Common Expenses of the Association.

1.5 Payment of Assessments. The payment and collection of the assessments made pursuant to the foregoing provisions shall be in accordance with the terms providing for the payment and collection of assessments in these Bylaws and in the Declaration including without limitation the right reserved to the Board to recover reasonable attorney's fees, interest and costs.

1.6 Effect of Failure to Prepare or Adopt Budget. The failure or delay of the Board of Directors to prepare or adopt the annual budget for any fiscal year shall not constitute a waiver or release in any manner of the Lot Owner's obligation to pay his allocable share of the assessments as herein provided, annual budget or adjusted budget. Each Lot Owner shall continue to pay the assessment at the then existing rate established for the previous fiscal period until the new annual or adjusted budget shall have been mailed or delivered.

1.7 Capital Contribution Fund. The Board of Directors shall build up and maintain reasonable capital contributions for working capital, operations, contingencies and replacements. Extraordinary expenditures not originally included in the annual budget which may become necessary during the year shall be charged first against Capital Contribution Funds. If the Capital Contribution Funds are inadequate for any reason including non-payment of any Lot Owner's assessment, such amounts shall be assessed against the Lot Owners equally, and which may be payable in a lump sum or in installments as the Board of Directors may determine. The Board of Directors shall serve notice of any such further assessment of all Lot Owners by a settlement in writing giving the amount and reason therefore, and such further assessment shall, unless otherwise specified in the notice, become effective with the next monthly payment. The payment and collection of the assessment made pursuant to the foregoing provisions shall be in accordance with the terms providing for payment and collection of assessments in these Bylaws and in the Declaration, including without limitations, the right to recovery of reasonable attorney's fees, interest and costs.

Section 2. Collection of Assessment. The Board of Directors may take prompt action to collect any assessments due from an Owner which remain unpaid for more than thirty (30) days from the date due for payment thereof.

Section 3. Delinquency and Acceleration. Any installment of an assessment provided for in these Bylaws shall become delinquent if not paid on the due date as established by the Board of Directors of the Association, pursuant to the provisions hereof or pursuant to the Declaration. With respect to each installment of an assessment not paid within thirty (30) days after its due date, the Board of Directors may, at its election, require the delinquent Lot Owner to pay a reasonable late charge, together with interest at the maximum rate permitted by law on such delinquent sums, calculated from the date of delinquency to and including the date full payment is received by the Association. If any installment of an Annual Assessment is not paid within thirty (30) days after its due date, the Board may mail a notice, by certified mail return receipt requested, to the Lot Owner and to each First Mortgagee of a Lot which has requested a copy of the notice. Such notice shall specify, in addition to any information required to be provided under the Declaration: (1) the fact that the assessment is delinquent; (2) the action required to cure the default; (3) a date, not less than thirty (30) days from the date the notice is mailed to the Lot Owner, by which such default must be cured; and (4) that failure to cure the default on or before the date specified in the notice may result in foreclosure by the Association against the Lot. If the delinquent installments of the assessments of whatever nature, and any charges thereon are not paid in full on or before the date specified in the notice, the Board at its option may declare all of the unpaid balance of the Annual Assessment for the then current fiscal year, attributable to the Lot Owner and his or its Lot(s) to be immediately due and payable without further demand and may enforce the collection of the full Annual Assessment and any other assessments and all charges thereon in any manner authorized by law, these Bylaws and the Declaration.

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ARTICLE TEN
Joint Ownership

Membership may be held in the name of more than one person, corporation or other entity. In the event ownership is in more than one person, corporation or other entity, all of the Co-owners shall be entitled collectively to only the vote in the management of the affairs of the Association as set forth in the Articles of Incorporation, in the Declaration, and these Bylaws, and said vote may not be divided between Co-owners.

ARTICLE ELEVEN
Obligation of Members

In addition to other obligations and duties set out in the Declaration and these Bylaws, every Lot Owner shall:

- (a) Pay all assessments levied by the Association as due and as provided in the Declaration.
- (b) Maintain, repair and replace, at his own cost and expense, all portions of his Lot and Improvements thereon requiring maintenance, repair, or replacement, as set forth in the Declaration and in the Restrictive Covenant instrument applicable to his or her section or phase of the subdivision, and subject to the right of the Architectural Review Committee to approve or disapprove alterations.
- (c) Conform to and abide by the Rules and Bylaws in regard to the use of his Lot, any Improvements thereon, and the Common Areas which may be adopted in writing from time to time by the Board of Directors and the Association.

ARTICLE TWELVE
MISCELLANEOUS

Section 1. Contracts. The Board of Directors may authorize any officer or officers, agent or agents, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Association, and such authority may be general or confined to specific instances.

Section 2. Loans. No Loans shall be contracted on behalf of the Association and no evidence of indebtedness shall be issued in its name unless authorized by a resolution of the Board of Directors. Such authority may be general or confined to specific instances.

Section 3. Funds. All funds of the Association shall be deposited from time to time to the credit of the Association in such banks, trust companies, or other depositories as the Board of Directors may select.

Section 4. Checks. All checks or demands for money and notes of the Association shall be signed by such officer or officers or such other person as the Board of Directors may from time to time designate.

Section 5. Fiscal Year. The fiscal year of the Association shall be fixed by resolution of the Board of Directors.

Section 6. Books and Records. The Association shall keep correct and complete books and records of account and shall also keep minutes of the proceedings of its Board of Directors, and committees having any authority of the Board of Directors, and shall keep at the registered or principal office all books and records of the Association for inspection by any director or his agent or attorney for any proper purpose at any reasonable time.

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Section 7. Inspection of Books. Any person who is a Lot Owner, upon written demand stating the purpose thereof, shall have the right to examine, in person or by agent or attorney, at any reasonable time or times, for any proper purpose, the books and records of account, minutes and records of the Members of the Association. Such person shall have the right to make extracts therefrom.

Section 8. Financial Records.

8.1. Records. The Association shall maintain current true and accurate financial records with full and correct entries made with respect to all financial transactions of the Association, including all income and expenditures, in accordance with generally accepted accounting practices.

8.2. Annual Reports. Based on these records, the Board of Directors shall annually prepare or approve a report of the financial activity of the Association for the preceding year. The report must conform to accounting standards as promulgated by the American Institute of Certified Public Accountants and must include a statement of support, revenue, and expenses and changes in full balances, a statement of functional expenses, and balance sheet for all funds.

8.3. Location of Financial Records and Reports. All records, books, and annual reports of the financial activity of the Association shall be kept at the registered office or principal office of the Association in the state for at least three years after the closing of each fiscal year and shall be available to all Lot Owners and their First Mortgagees for inspection and copying there during normal business hours. The Association may charge for the reasonable expense of preparing a copy of a record or report.

8.4. Audit of Financial Records. The Board of Directors shall conduct an independent audit of its financial records within thirty (30) days following a vacancy in the position of Treasurer.

Section 9. Notices. All notices, demands, bills, statement or other communications under these Bylaws shall be in writing and shall be considered to have been duly given if delivered personally or if sent by U.S. first class, prepaid mail unless required to be sent by other methods in the Declaration or these Bylaws.

9.1. Owner. Notice to a Lot Owner shall be sent to the address which the Lot Owner has designated in writing and filed with the Secretary, or if no such address is designated, at the address of the residence of such Lot Owner.

9.2 Association. Notice to the Association, the Board of Directors, or the Manager, if any, shall be sent to the principal office of one of them, or at such other address as shall be designated by the notice in writing to the Lot Owners pursuant to this Section.

Section 10. Invalidity. The invalidity of any part of these Bylaws shall not impair or affect in any manner the validity, enforceability or effect of the balance of these Bylaws.

Section 11. Corporate Seal. There shall be no corporate seal, unless authorized by the Board of Directors.

ARTICLE THIRTEEN
AMENDMENTS

Section 1. Power to Amend. These Bylaws may be altered, amended, or repealed at any meeting of the Members at which a quorum is present, by the affirmative vote of a majority of the Members present at such a meeting, provided notice of the proposed alteration, amendment, or repeal be contained in the notice of such meeting. Provided, however, during such period as Declarant owns any Lot, the affirmative vote of Declarant shall be required to effect any such amendment. Any amendment to these Bylaws which would conflict with the provisions of the Articles of Incorporation, the Declaration or other applicable restrictive covenants shall be ineffective unless and until the appropriate provisions of the Articles of Incorporation, the Declaration or other applicable restrictive covenants, whether one or more, as the case may be, are so amended in accordance with their respective amendment procedures.

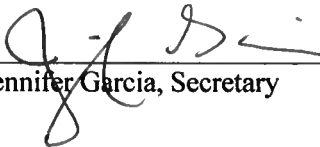
ARTICLE FOURTEEN
CONFLICT

Every effort is made to maintain compliance with applicable provisions of the Texas Property Code. In the case of a conflict between the Bylaws and applicable provisions of the Texas Property Code, the latter shall control. In the case of a conflict between the Articles of Incorporation and the Bylaws, the Articles shall control and in case of conflict between the Declarations and these Bylaws, the Declaration shall control.

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CERTIFICATE OF SECRETARY

I certify that I am the duly elected Secretary of Canyon Ridge Springs Property Owners Association, Inc., a Texas non-profit corporation, and that the foregoing Bylaws constitute the Bylaws of the Association, as amended, restated, and duly approved by Board of Directors on June 21, 2023 and adopted by majority vote of the members of the Canyon Ridge Springs Property Owners Association on June 5, 2023. As such, the foregoing Bylaws revoke and replace any and all previous Bylaws of the Canyon Ridge Springs Phase One Property Owners Association, Inc., originally recorded on February 16, 2000.




Jennifer Garcia, Secretary

October 25, 2023

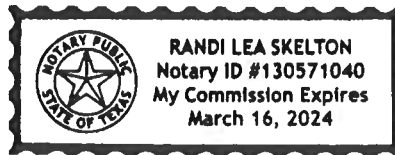
ACKNOWLEDGMENT

State of Texas
County of Burnet

This instrument was acknowledged before me on the 25th, Oct 2023 by Jennifer Garcia, Secretary of Canyon Ridge Springs Property Owners Association, a Texas non-profit corporation, on behalf of said corporation.



Notary Public



(Seal)

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**FILED AND RECORDED
OFFICIAL PUBLIC RECORDS**

Dyana Limon-Mercado

**Dyana Limon-Mercado, County Clerk
Travis County, Texas**

2023122495

Oct 27, 2023 02:00 PM

Fee: \$118.00

LOPEZS