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**CERTIFICATE OF SECRETARY  
OF  
THE ENCLAVE AT CANYON LAKE COMMUNITY ASSOCIATION, INC.  
(Comal County)      Doc# 200706022996**

The undersigned, Barbara Lowry hereby certifies that she is the acting Managing Agent of The Enclave At Canyon Lake Community Association, Inc., a Texas non-profit corporation; that, as such, she is the keeper of the records and minutes of the proceedings of the Association, which is duly organized and existing under the laws of the State of Texas. The undersigned hereby further certifies as follows:

*Attached hereto in accordance with the provisions of applicable laws are true and complete copies of the Certificate of Formation of The Enclave At Canyon Lake Community Association, Inc. (Exhibit "A") as well as the Bylaws of The Enclave At Canyon Lake Community Association, Inc. (Exhibit "B"), neither of which have been amended, modified or rescinded, except as attached hereto, and are in full force and effect on the date hereof.*

IN WITNESS WHEREOF, I have hereunto set my hand this 15<sup>th</sup> day of May, 2007.

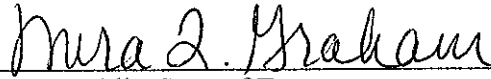
  
Barbara Lowry, Managing Agent

**ACKNOWLEDGMENT**

**STATE OF TEXAS  
COUNTY OF BEXAR**

This instrument was acknowledged before me on the 15<sup>th</sup> day of May, 2007 by Barbara Lowry, Managing Agent of The Enclave At Canyon Lake Community Association, Inc., a Texas non-profit corporation, on its behalf, who stated before me that the foregoing was true and correct to the best of her knowledge and belief.



  
Notary Public, State of Texas

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**AFTER RECORDING, RETURN THIS INSTRUMENT TO:**

Association Management Services  
1600 NE Loop 410, Suite 202  
San Antonio, Texas 78209



## Office of the Secretary of State

### CERTIFICATE OF FILING OF

The Enclave At Canyon Lake Community Association, Inc.  
File Number: 800602826

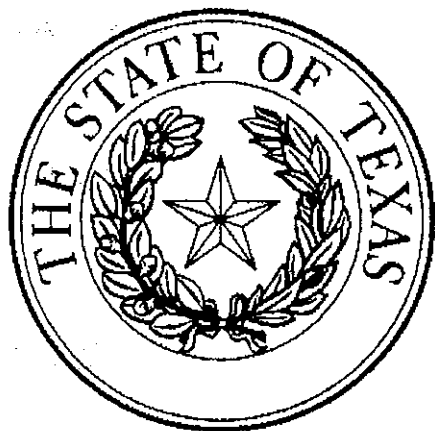
The undersigned, as Secretary of State of Texas, hereby certifies that a Certificate of Formation for the above named Domestic Nonprofit Corporation has been received in this office and has been found to conform to the applicable provisions of law.

ACCORDINGLY, the undersigned, as Secretary of State, and by virtue of the authority vested in the secretary by law, hereby issues this certificate evidencing filing effective on the date shown below.

The issuance of this certificate does not authorize the use of a name in this state in violation of the rights of another under the federal Trademark Act of 1946, the Texas trademark law, the Assumed Business or Professional Name Act, or the common law.

Dated: 01/23/2006

Effective: 01/23/2006



A handwritten signature in black ink that reads "Roger Williams".

Roger Williams  
Secretary of State

**FILED**  
In the Office of the  
Secretary of State of Texas

JAN 23 2006

**CERTIFICATE OF FORMATION  
OF  
THE ENCLAVE AT CANYON LAKE COMMUNITY ASSOCIATION, INC.**

**Corporations Section**

The undersigned natural person of the age of twenty-one years or more, a citizen of the State of Texas, acting as the organizer of a corporation under the Texas Business Organization Code, hereby adopts the following Certificate of Formation for such corporation.

**ARTICLE I.  
ENTITY NAME AND TYPE**

The filing entity being formed is a non-profit corporation. The name of the entity is The Enclave At Canyon Lake Community Association, Inc., hereinafter called the "Association."

**ARTICLE II.  
REGISTERED AGENT AND REGISTERED OFFICE**

The initial registered agent is an individual resident of the State of Texas whose name is Johnnie R. Long. The business address of the registered agent and the registered office address is 801 N. Main, Boerne, Kendall County, Texas, 78006.

**ARTICLE III.  
MANAGEMENT**

The management of the affairs of the corporation is vested in the Board of Directors. The number of directors constituting the initial board of directors and the names and addresses of the persons who are to serve as directors until the first annual meeting of members or until their successors are elected and qualified are as follows:

<u>NAME</u>	<u>ADDRESS</u>
Johnnie R. Long	801 N. Main Boerne, Texas 78006
Johnnie B. Long	801 N. Main Boerne, Texas 78006
Jason E. Long	801 N. Main Boerne, Texas 78006

**ARTICLE IV.  
MEMBERS**

The nonprofit corporation shall have members. Every person or entity who is a record

Owner of a fee or undivided fee interest in any Lot, which by the Covenants of record is subject to assessment by the Association, shall be a member of the Association. The foregoing shall not include persons or entities who hold an interest merely as security for the performance of an obligation. Membership shall be appurtenant to and may not be separated from ownership of any Lot, which is subject to assessment by the Association.

ARTICLE V.  
PURPOSES

The nonprofit corporation is formed for the following purposes:

1. to promote the orderly development, improvement and use of approximately 184 acres to be known as The Enclave At Canyon Lake, a Planned Unit Development, to be platted in the Records of Plats of Comal County, Texas and any additional real property annexed to The Enclave At Canyon Lake, a Planned Unit Development by action of the Developer, its successors, or assigns, as described in any subsequent plat or plats filed in the Real Property Records of Comal County, Texas;
2. to preserve and maintain the orderly development, improvement and use of said land with the objective of enhancing the land value and establishing a desirable environment for owners and occupants of said land and improvements;
3. to establish and enforce architectural and landscaping controls of the lots and common areas within The Enclave At Canyon Lake, a Planned Unit Development;
4. to promote the health, safety and welfare of the owners and occupants within the above described property and any additions thereto as may hereafter be brought within the jurisdiction of the Association, and for these purposes to:
  - (a) exercise all of the powers and privileges and to perform all of the duties and obligations of the Association as set forth in that certain Declaration of Covenants, Conditions and Restrictions, hereinafter called the "Covenants", applicable to the property and to be recorded in the Records of Comal County, Texas, and as the same may be amended from time to time as therein provided, said Covenants being incorporated herein as if set forth at length;
  - (b) enter into contracts and such other agreements necessary to perform or have performed such services as may be required to accomplish the herein stated purposes of the Association, so long as no pecuniary gain or profit is realized to any member or members;
  - (c) fix, levy, collect and enforce payment by any lawful means, of all charges or assessments pursuant to the terms of the Covenants; to 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 property of the Association;

- (d) acquire (by gift, purchase or otherwise), own, hold, improve, build upon, operate, maintain, convey, sell, lease, transfer, dedicate for membership use or otherwise dispose of real or personal property in connection with the affairs of the Association;
  - (e) borrow money, and with the assent of the membership vote, mortgage, pledge, deed in trust, or hypothecate any or all of its real or personal property as security for money borrowed or debts incurred;
  - (f) dedicate, sell or transfer all or any part of the Common Facilities (as that term is defined in the Covenants) to any public agency, authority, or utility for such purposes and subject to such conditions as may be agreed to by the members. No such dedication or transfer shall be effective unless an instrument has been signed by sixty percent (60%) of the membership vote, agreeing to such dedication, sale or transfer;
  - (g) participate in mergers and consolidations with other non-profit corporations organized for the same purposes or annex additional property and Common Facilities; provided, that any such merger, consolidation or annexation shall have the assent of the membership;
  - (h) enter into contracts to maintain, expand, and reconstruct improvements within the boundary of the Association's Common Facilities and to allocate the cost for such activities to the owners of Lots within The Enclave At Canyon Lake, a Planned Unit Development on an equal basis, which maintenance, expansion, and reconstruction shall include, but not be limited to repair, maintenance and landscaping of streets, utilities, entryway, and other Common Facilities; and
5. any other lawful purpose or purposes not expressly prohibited under chapters 2 and 22 of the Texas Business Organization Code, including any purpose described by section 2.002 of the Code.

ARTICLE VI.  
MANNER OF DISTRIBUTION

After all liabilities and obligations of the corporation in the process of winding up are paid, satisfied, and discharged in accordance with Chapter 11 of the Texas Business Organization Code, the property of the corporation shall be applied and distributed in accordance with Section 22.304 of the Code.

ARTICLE VII.  
DURATION

The duration of the corporation shall be perpetual.

ARTICLE VIII.  
AMENDMENT

Amendment to this Certificate of Formation shall require the assent of two-thirds (2/3) of the entire membership vote.

ARTICLE IX.  
ORGANIZER

The name and street address of the Organizer is:

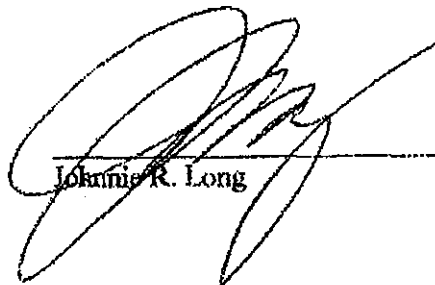
Johannie R. Long  
801 N. Main  
Boerne, Texas 78006

ARTICLE X.  
EFFECTIVENESS OF FILING

This document becomes effective when the document is filed by the secretary of state.

The undersigned signs this document subject to the penalties imposed by law for the submission of a materially false or fraudulent instrument.

January 12, 2006.

  
\_\_\_\_\_  
Johannie R. Long

**BY-LAWS**  
**OF**  
**THE ENCLAVE AT CANYON LAKE COMMUNITY ASSOCIATION, INC.**

**ARTICLE I.**  
**NAME AND LOCATION**

The name of the Corporation is The Enclave At Canyon Lake Community Association, Inc., hereinafter referred to as the "Association". The principal office of the Corporation shall be located at 801 N. Main, Boerne, Texas, 78006, but meetings of Members and/or Directors may be held at such places within the State of Texas, County of Comal, as may be designated by the Board of Directors.

**ARTICLE II.**  
**DEFINITIONS**

1. "Association" shall mean and be reference to The Enclave At Canyon Lake Community Association, Inc., a non-profit corporation, chartered under the laws of the State of Texas.
2. "Board of Directors" shall mean and refer to the Board of Directors of the Association as set forth in Article IV hereof.
3. "Builder Member" shall mean and refer to those Member(s) approved by Declarant for construction of residences within the P.U.D. and owning one or more Lots for the purpose of such construction and sale to others.
4. "Common Facilities" shall mean and refer to all property leased, owned, or maintained by the Association for the use and benefit of the Members of the Association. By way of illustration, Common Facilities may include, but not necessarily be limited to, the following: private streets, boulevards, signs, fountains, statuary, swimming pool and adjacent buildings, tennis courts, landscaping, walls, dike, bridge, safety lanes, trails, green belts, street lighting, security facilities, utilities, and other similar or appurtenant improvements.
5. "Covenants" shall mean and refer to the Declaration of Covenants, Conditions, and Restrictions applicable to the Properties as duly recorded in the Official Records of Comal County, Texas.
6. "Declarant" shall mean and refer to The Enclave at Canyon Lake, Ltd., its successors and assigns.

Exhibit "B"

7. "Improvements" shall mean and refer to all buildings, structures, personal property, fixtures and things placed on or erected on, in upon or under or affixed to the land that is part of the Common Facilities or any portion thereof, including without limitation, enclosures, buildings, and structures for parking of motor vehicles.
8. "Living Unit" shall mean and refer to a single-family residence and its attached or detached garage situated upon a Lot.
9. "Lot" shall mean and refer to Lots [-41], The Enclave At Canyon Lake P.U.D., as depicted on the Subdivision plat hereinafter defined and any similar adjacent plats of land to be sold for residential purposes and made subject to the jurisdiction of the Association.
10. "Member" shall mean and refer to all Owners as defined in this Article II.
11. "Owner" shall mean and refer to the record Owner, whether one or more persons or entities, of the fee simple title of any Lot within the Subdivision, including contract sellers but excluding those having an interest merely as security for the performance of an obligation.
12. "Subdivision" shall mean and refer to that certain real property lying within The Enclave At Canyon Lake, a planned unit development (P.U.D.) as depicted on a plat recorded in Volume \_\_\_\_\_, Pages \_\_\_\_\_ of Comal County, Texas and such adjacent lands thereto that may from time to time be added and hereafter brought within the jurisdiction of the Association.
13. "Subdivision Plat" shall mean The Enclave At Canyon Lake P.U.D., as filed of record in Volume \_\_\_\_\_, Pages \_\_\_\_\_, Deed and Plat Records of Comal County, Texas, and such subsequent recorded Subdivisions of adjacent lands that may from time to time be added and thereafter brought within the jurisdiction of the Association.

### ARTICLE III.

#### MEMBERSHIP, VOTING, QUORUM, PROXIES

1. Membership. Any person on becoming an Owner of a fee or undivided interest in any Lot shall automatically become a Member of this Association and be subject to these By-Laws, provided, however, that any person or entity holding an interest in any such Lot merely as security for the performance of any obligation, shall not be a Member. Such membership shall terminate without any formal Association action whenever such person ceases to own a Lot, but such termination shall not relieve or release any such former Owner from any liability or obligation incurred under or in any way connected with the Subdivision during the period of such ownership and membership in the Association, or impair any rights or remedies which the Board of Directors of the Association or others may have against such



former Owner and Member arising out of or in any way connected with such ownership and membership and the Covenants and obligations incident thereto. No certificates of stock shall be issued by the Association, but the Board of Directors may, if it so elects, issue one membership certificate to the Owner(s) of a Lot, such membership certificate shall be surrendered to the Association's Secretary whenever ownership of the Lot designated thereon shall terminate.

2. Annual Meetings. The first annual meeting of the Members shall be held on March 14, 2006 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 seven o'clock, P.M. If the day for the annual meeting of the Members is a Saturday, Sunday, or legal Holiday, the meeting will be held at the same hour on the first day following which is not a Saturday, Sunday, or legal Holiday.
3. Special Meetings. Special meetings of the Members may be called at any time by the President or by the Board of Directors, or upon written request of the Members who are entitled to vote one-fourth (1/4) of all of the votes of the Class A Membership.
4. Notice of Meetings. Written notice of each meeting of the Members shall be given by, or at the direction of, the Secretary or person authorized to call the meeting, by mailing a copy of such notice, postage prepaid, not less than 10 nor more than 60 days before such meeting to each Member entitled to vote, addressed to the Member's address last appearing on the books of the Association for the purpose of notice. Such notice shall specify the place, day and hour of the meeting, and, in the case of a special meeting, the purpose of the meeting.
5. Quorum. The presence of the meeting of Members entitled to cast, in person or through written proxies, one-tenth (1/10) of the votes of each class of membership shall constitute a quorum for any action except as otherwise provided in the Certificate of Formation, the Covenants, or these By-Laws. If, however, such quorum shall not be present or represented at any meeting, the Members entitled to vote thereat shall have 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 by written proxies.
6. Proxies. At all meetings of Members, each Member may vote in person or by written proxy. All proxies shall be in writing and filed with the Secretary. Every proxy shall be revocable and shall automatically cease upon conveyance by the Member of his Lot.
7. List of Lot Owners. Prior to the mailing of notice of meetings, as of a date fixed by the Board of Directors a Complete list of the Lot Owners (Class A and Class B Members), entitled to vote at said meeting, arranged alphabetically, with the residence of each (lot number, address of lot and mailing address) and the number of votes held by each, shall be prepared by the Officer or agent in charge of the membership records. Such list, for a

period of ten (10) days prior to such meeting, shall be kept on file at the registered office at the Corporation and shall be subject to inspection by any Member, at anytime during usual business hours.

**ARTICLE IV.**  
**BOARD OF DIRECTORS, NUMBER AND TERM OF OFFICE**

1. Number. The affairs of this Association shall be managed by a Board of not less than three (3) or more than five (5) Directors, who need not be Members of the Association.
2. Term of Office. At the first annual meeting the Members shall elect one Director for a term of one year, two Directors for a term of two years, and two Directors for a term of three years; and at each annual meeting thereafter the Members shall elect Directors for the resulting vacancies resulting from the end of the above stated terms, for a term of three years.
3. Removal. Any Director may be removed from the Board with or without cause, by a majority vote of the Members of the Association. In the event of death, resignation or removal of a Director, his successor shall be selected by the remaining Members of the Board and shall serve for the unexpired term of his predecessor.
4. Compensation. No Director shall receive compensation for any service he may render to the Association as a Director. However, any Director may be reimbursed for his actual expenses incurred in the performance of his duties upon approval of the Board of Directors.
5. 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 a 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.

**ARTICLE V.**  
**NOMINATION AND ELECTION OF DIRECTORS**

1. Nomination. 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 chairperson, who shall be a Member of the Board of Directors and two or more Members of the Association. The Nominating Committee should 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 among Members or non-Members.

2. Election. Election to the Board of Directors shall be by show of hands, or secret written ballot, as may be determined by the chairperson of the meeting. At such election, the Members or their written proxies may cast, with respect to each vacancy, as many votes as they are entitled to exercise under the provisions of the Certificate of Formation of the Association and the Covenants. The persons receiving the largest number of votes shall be elected. Cumulative voting is not permitted.

## ARTICLE VI. MEETING OF DIRECTORS

1. Regular Meetings. Regular meetings of the Board of Directors shall be fixed from time to time by resolution of the Board. Should said meeting fall upon a legal Holiday, then that meeting shall be held at the same time on the next day which is not a legal Holiday.
2. Special Meetings. Special meetings of the Board of Directors shall be held when called by the President of the Association, or by any two Directors, after not less than three (3) days notice to each Director.
3. Notice. Notice of any special meeting of the Board of Directors shall be given at least three (3) days previously thereto by written notice delivered personally or sent by mail or telegram or fax to each Director at their address as shown by the records of the Association. If mailed, such notice shall be deemed to be delivered when deposited in the United States mail in a sealed envelope so addressed, with postage thereon prepaid. If notice be given by telegram, such notice shall be deemed to be delivered when the telegram is delivered by the telegraph company. If notice is delivered by fax such notice shall be deemed to be delivered at the same time and date noted upon the printed report of the fax machine verifying the transmittal of the notice to the telephone fax number of record for the Director. In order to deliver notice by fax the receiving Director must first have recorded in writing a fax number accompanying the Director's address of record.

Any Director may waive notice of any meeting. The attendance of a Director at any meeting shall constitute a waiver of notice of such meeting, except where a Director attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. Neither the business to be transacted at, nor the purpose of, any regular or special meeting of the Board need be specified in the notice of such meeting, unless specifically required by law or by these By-laws.

4. Quorum. A majority of the number of Sitting Directors shall constitute a quorum for the transaction of business. "Sitting Directors" shall be defined as all Directors currently

serving the Association less the number of Directors who have died, resigned in writing or have been removed by vote as defined in Article IV, Section 3 above. Every act or decision done or made by a majority of the Directors present at a duly held meeting at which a quorum is present shall be regarded as the act of the Board. No Director present by proxy may be counted toward a quorum.

**ARTICLE VII.**  
**POWERS AND DUTIES OF THE BOARD OF DIRECTORS**

1. Powers. The Board of Directors shall have power to:
  - (a) Adopt and publish rules and regulations governing the use of the Common Facilities, and the personal conduct of the Members and their guests thereon, and to establish penalties for the infraction thereof;
  - (b) Establish, adopt, and publish guidelines for development, setting out desired standards of exposed construction materials, exterior structure design, landscaping, parking criteria and site improvements. These Guidelines and amendments or revisions thereto shall be used by the Architectural Control Committee in governing the development and continued use or reuse of any Lot and improvements thereof; provided, however, such guidelines shall not conflict with the Covenants;
  - (c) Suspend the voting rights and right to use the recreational facilities of a Member during any period in which such Member shall be in default in the payment of any Assessment levied by the Association. Such rights may also be suspended after notice and hearing, for a period not to exceed sixty (60) days for the infraction of published rules and regulations;
  - (d) Exercise for the Association all powers, duties, and authority vested in or delegated to the Association and not reserved to the membership by other provisions of these "By-Laws", the Certificate of Formation, or the Covenants;
  - (e) Declare the office of a Member of the Board of Directors to be vacant in the event such Member shall be absent from three (3) consecutive regular meetings of the Board of Directors;
  - (f) Employ a Manager, independent contractors, or such other employees as they deem necessary, and to prescribe their duties;
  - (g) Enforce all of the terms and provisions of the Covenants against property

Owners;

- (h) Enter into such contracts, leases, and agreements as may be necessary to enforce, execute or accomplish the terms of the Covenants;
- (i) Suspend the voting rights and the right to use and receive water from any of the Common Facilities of the Association during any period in which such Member shall be in default in the payment of any sums owed for such utility services provided; and
- (j) Suspend vehicular access to the common facilities by any Member who violates traffic rules or laws on more than two occasions, in any twelve (12) month period.

2. Duties. It shall be the duty of the Board of Directors to:

- (a) Cause to be kept a complete record of all its acts and corporate affairs and to present a statement thereof to the Members at the annual meeting of the Members, or at any special meeting when such statement is requested in writing by one-fourth (1/4) of the entire Class A membership vote;
- (b) Supervise all Officers, Agents, and employees of the Association, and to see that their duties are properly performed;
- (c)
  - (1) Fix the amount of the quarterly assessment against each Lot at least thirty (30) days in advance of the Annual meeting;
  - (2) Send written notice of each assessment to every Owner subject thereto at least thirty (30) days in advance of the Annual Meeting; and
  - (3) Take such necessary actions at law required to collect any delinquent payment of assessments, to include effecting liens against the lands within The Enclave At Canyon Lake P.U.D. owned by the delinquent parties. At the sole discretion of the Board of Directors those cases where liens are deemed extensively delinquent, foreclosure actions shall be initiated;
- (d) Issue, or cause an appropriate Officer to issue, upon demand by any person, a certificate setting forth whether or not any assessment has been paid. A reasonable charge may be made by the Board for the issuance of these certificates. If a certificate states an assessment has been paid, such

certificate shall be conclusive evidence of such payment;

- (e) Procure and maintain adequate liability and hazard insurance on property owned by and activities of the Association;
- (f) Procure and maintain adequate errors and omissions insurance to protect Members of the Board of Directors from all official actions taken excepting such action that is deemed criminal in a court of law;
- (g) Cause all Officers or employees having fiscal responsibilities to be bonded, as it may deem appropriate; and
- (h) Cause the Common Facilities to be maintained.

## **ARTICLE VIII.**

### **OFFICERS AND THEIR DUTIES**

1. Enumeration of Offices. The Officers of this Association shall be a President, and a Vice President, who shall at all times be Members of the Board of Directors, a Secretary and a Treasurer, and such other Offices as the Board may, from time to time, by resolution create.
2. Election of Officers. The election of Officers shall take place at the first meeting of the Board of Directors following each annual meeting of the Members.
3. Term. The Officers of this Association shall be elected annually by the Board and each shall hold office for one (1) year unless they shall sooner resign, or shall be removed, or otherwise be disqualified to serve.
4. Special Appointment. The Board may elect such other Officers as the affairs of the Association may require, each of whom shall hold office for such period, have such authority and perform such duties as the Board may, from time to time, determine.
5. Resignation and Removal. Any Officer may be removed from office with or without cause by the Board. Any officer may resign at any time by giving written notice to the Board, the President or the Secretary. Such resignation shall take effect on the date of receipt of such notice or at any later time specified therein, and unless otherwise specified herein, the acceptance of such resignation shall not be necessary to make it effective.
6. Vacancies. A vacancy in any office may be filled by appointment by the Board. The officer appointed to such vacancy shall serve for the remainder of the term of the Officer being replaced.

7. Multiple Offices. The offices of Secretary and Treasurer may be held by the same person. No person shall simultaneously hold more than one of any of the other offices except in the case of special offices created pursuant to Section 4 of this Article.
8. Duties. The duties of the Offices are as follows:

**President**

- (a) The President shall preside at all meetings of the Board of Directors; shall see that orders and resolutions of the Board are carried out; shall sign all leases, mortgages, deeds, contracts, and other written instruments and shall co-sign all checks and promissory notes.

**Vice President**

- (b) The Vice President shall act in the place and stead of the President in the event of his absence, inability or refusal to act, and shall exercise and discharge such other duties as may be required of the Vice President by the Board.

**Secretary**

- (c) The Secretary shall record the votes and keep the minutes of all meetings and proceedings of the Board and of the Members; keep the corporate seal of the Association and affix it on all papers requiring said seal; serve notice of meetings of the Board and of the Members; keep appropriate current records showing the Members of the Association together with their addresses, and shall perform such other duties as required by the Board.

The position of Secretary and that of Treasurer may be held by one individual simultaneously.

**Treasurer**

- (d) The Treasurer shall receive and deposit in appropriate bank accounts all monies of the Association and shall disburse such funds as directed by resolution of the Board of Directors; shall sign Promissory Notes of the Association; shall retain two (2) bonded Members and/or employees of the Association with authorization to individually sign checks; keep proper books to be reviewed by an independent public accountant at the completion of each fiscal year; and shall prepare an annual budget and a suitably comprehensive financial report to be presented to the membership at its regular annual meeting, and deliver a copy of each to the Members. The position of Treasurer and that of secretary may be held by one

individual simultaneously.

## **ARTICLE IX. COMMITTEES**

1. Architectural Control Committee. If and when the Association is vested with the power and authority to appoint and remove Members of the Architectural Control Committee, hereinafter called "Committee", pursuant to the Covenants, the Board of Directors shall appoint an Architectural Control Committee, as provided in the Covenants. The Architectural Control Committee regardless of by whom appointed, shall prepare and adopt a written statement setting forth development and building standards and procedures for the implementation and enforcement of same, said statement to be called Architectural Design Guidelines; shall perform such functions as directed by the Covenants, and shall advise the Board on all matters pertaining to the maintenance, use, repair or improvements to the Properties. The Architectural Control Committee may have delegated to it, by the Board, such powers and duties as are necessary to enforce the Covenants. The actions of the Committee shall not conflict with the Covenants.
2. Nominating Committee. The Association shall appoint, from time to time, a Nominating Committee as provided by these By-laws.
3. Other Committees. The Board shall appoint other committees as deemed appropriate to carry out its purpose and delegate to said committees such powers and duties required to execute and enforce the committee's responsibilities.

## **ARTICLE X. INDEMNIFICATION OF OFFICERS AND MANAGERS**

The Association shall indemnify every Director, Manager or Officer, his heirs, executors, administrators, personal representatives, successors, and assigns against all loss, costs and expense, including counsel fees, reasonably incurred by him in connection with any action, suit or proceeding to which he may be made a party by reason of his being or having been a Director, Manager, or Officer of the Association, except for matters as to which he shall be finally adjudged in such action, suit or proceeding to be liable for gross negligence or willful misconduct. In the event of a settlement, indemnification shall be provided only in connection with such matters covered by the settlement as to which the Association is advised by counsel that the person to be indemnified has not been guilty of gross negligence or willful misconduct in the performance of his duty as such Director, Manager or Officer in relation to the matter involved. The foregoing rights shall not be exclusive of other rights to which such Director, Manager, or Officer may be entitled. 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 Common Expenses; provided, however, that nothing in this Article



shall be deemed to obligate the Association to indemnify any Member or Owner of a Lot, who is or has been a Director, Manager, or Officer of the Association, with respect to any duties or obligations assumed or liabilities incurred by him under and by virtue of the Declaration of Covenants, Conditions, and Restrictions related to the Properties, as a member or Owner of a Lot covered thereby. The Association may obtain such insurance as the Board of Directors may deem advisable to cover the foregoing described matters.

#### **ARTICLE XI. BOOKS AND RECORDS**

The books, records, and papers of the Association shall at all times, during reasonable business hours, be subject to inspection by any Member. The Covenants, the Certificate of Formation, the By-Laws of the Association and current Operational and Development Guidelines shall be available for inspection by any Member at the principal office of the Association, or its agent, where copies may be purchased at reasonable cost.

#### **ARTICLE XII. CONTRACTS, CHECKS, DEPOSITS AND FUNDS**

1. Contracts. The Board of Directors may authorize any Officer or Officers, agent or agents of the Corporation in addition to the Officers so authorized by these By-laws, to enter into any contract or execute and deliver any instrument in the name of an on behalf of the Corporation, and such authority may be general or confined to specific instances.
2. Checks, Drafts, etc. All checks, drafts, or orders for the payment of money, notes or other evidences of indebtedness issued in the name of the Corporation, shall be signed by such Officer or Officers, agent or agents of the Corporation and in such manner as shall, from time to time be determined by resolution of the Board of Directors. In the absence of such determination by the Board of Directions, such instruments shall be signed by the Treasurer or Assistant Treasurer and countersigned by the President or a Vice President of the Corporation.
3. Deposits. All funds of the Corporation shall be deposited from time to time to the credit of the Corporation in such banks, trust companies or other depositories as the Board of Directors may select.
4. Gifts. The Board of Directors may accept on behalf of the Corporation any contribution, gift, bequest or devise for the general purposes of or for any special purpose of the corporation.

**ARTICLE XIII.**  
**CERTIFICATES OF MEMBERSHIP**

The Board of Directors may provide for the issuance of certificates evidencing membership in the Corporation, which shall be in such form as may be determined by the Board. Such certificates shall be signed by the President or Vice President and by the Secretary or an Assistant Secretary and shall be sealed with the seal of the Corporation. All Certificates evidencing membership of any class shall be consecutively numbered. The name and address of each member, the date of issuance of the certificate and a statement that such certificates are shares in the common area but without par value shall be entered on the records of the Corporation. If any certificate shall become lost, mutilated or destroyed, a new certificate may be issued therefor upon such terms and conditions as the Board of Directors may determine. Transfer of membership certificates shall be made only on the books of the Association by the holder of record thereof or by his legal representative who shall furnish proper evidence of authority to transfer, or by his attorney thereunto authorized by powers of attorney duly executed and filed with the Secretary of the Association and then only upon the surrender for cancellation of the certificate representing such membership in the Association, provided, however, in the event the Owner sells land and fails to transfer the membership certificate to the vendee, then the secretary shall at such time as the deed conveying the land to the vendee is recorded in Comal County, Texas, transfer the membership on the books of the Association without any act of the holder of record. The person in whose name the membership certificate stands on the books of the Association shall be deemed a Member for all purposes as regards the Association.

**ARTICLE XIV.**  
**OBLIGATIONS OF OWNER**

1. Assessments. All Owners shall be obligated to pay to the Association:
  - (a) Annual assessments or charges; and
  - (b) Special assessments for capital improvements.

Such assessments shall be fixed, established, and collected from time to time as hereinafter provided. The annual and special assessments, together with such interest thereon and costs of collection thereof as are hereinafter provided, shall be a charge on each Lot and shall be a continuing lien upon each Lot against which such interest thereon and cost of collection thereof as hereinafter provided shall also be the personal obligation of the person who was the Owner of such Lot at the time the obligation accrued.

2. Purpose of Assessments. The assessments levied by the Association shall be used for the purpose of promoting the recreation, health, safety, and welfare of the Members and in

particular, for the improvement, maintenance and operation of Common Facilities devoted to this purpose and related to the use and enjoyment of the Properties by the Members, including, specifically, maintenance of the safety lanes, drains, common area landscaping pathways, common area sprinkler systems, statuary, common fences or walls, common fountains, street signage, streets, security facilities, and any utility systems owned by the Association.

3. Basis and Maximum of Annual Assessments. The annual assessment for both improved and unimproved Lots shall be determined by the Board of Directors in the manner provided for herein after determination of current maintenance costs and anticipated needs of the Association during the year for which the assessment is being made. The first annual assessment shall be \$840.00 payable at \$210.00 per quarter beginning July 1, 2006. From and after the date any amenities are constructed, the maximum annual assessment for Lots may be increased as provided in Section 5 of this Article.
4. Special Assessments for Capital Improvements. In addition to the annual assessments provided for in Section 3 of this Article, the Association may levy, in any assessment year, a special assessment on Lots only applicable to that year, only for the purpose of defraying, in whole or in part, the cost of any construction, reconstruction, repair or replacement of a capital improvement on or which is a part of the Common Facilities or the acquisition of property to become part of the Common Facilities, provided that any such assessment shall have the assent of two-thirds of the votes allocable to all Lot Owners voting in person or by proxy at a meeting duly called for this purpose, written notice of which shall be sent to all Lot Owners at least thirty (30) days in advance and shall set forth the purpose of the meeting.
5. Change in Basis and Maximum of Annual Assessments. For all annual assessments accruing after the date any amenities are constructed, the maximum annual assessment may be adjusted by majority vote of the Board of Directors but shall not be increased by more than ten percent (10%) above that of the previous year without a vote of the membership. Any increase in the maximum annual assessment of more than ten percent (10%) above that of the previous year shall require approval of two-thirds (2/3) vote of each class Members voting at a meeting duly called for such purpose.
6. Quorum for Any Action Authorized Under Sections 4 and 5 of this Article. The quorum required for any action by Members authorized by Sections 4 and 5 hereof shall be as follows:

At the first meeting called as provided in Sections 4 and 5 hereof, the presence at the meeting of members, or of written proxies, entitled to cast sixty percent (60%) of all votes of each class of membership shall constitute a quorum. If the required quorum is not forthcoming at any meeting, another meeting may be called, subject to the notice

requirement set forth in Sections 4 and 5, and the required quorum at any such subsequent meeting shall be one-half (1/2) of the required quorum at the preceding meeting, provided that such reduced quorum requirement shall not be applicable to any such subsequent meeting held more than sixty (60) days following the preceding meeting.

7. Date of Commencement of Annual Assessments, Due Dates. The annual assessments provided for herein shall be paid in quarterly installments. The first quarterly installment of the calendar year shall be due and payable on July 1st 2006, and succeeding quarterly payments shall be due and payable on the first day of each July, October, January, and April thereafter.

The assessment for each subsequent calendar year shall become due and payable and shall be collected as the Board of Directors shall determine. The amount of the annual assessment which may be levied on a Lot for the balance remaining in the first year of assessment shall be an amount which bears the same relationship to the annual assessment prorated over the balance of the year then remaining. The due date of any special assessment under Section 4 hereof shall be fixed in the resolution authorizing such assessment.

8. Fixing of Assessments. In December of each year, the Board of Directors shall fix the amount of the annual assessment as set forth in the Covenants, and shall, at the time, prepare a roster of the Lots and assessments applicable thereto which shall be kept in the office of the Association and shall be open to inspection by any Owner. Written notice of the assessment shall thereupon be sent to every Lot Owner subject thereto. The Association shall upon demand at any time furnish to any Owner liable for said assessment a certificate in writing signed by an Officer of the Association, setting forth whether said assessment has been paid. Such certificate shall be conclusive evidence of payment of any assessment therein stated to have been paid. A Member shall be deemed to be in good standing and entitled to vote at any annual or special meeting of Members, within the meaning of these By-laws, if and only if he shall have fully paid all assessments made or levied against him and the Lot or Lots owned by him.

9. Effect of Non-Payment of Assessments, the Liens, Remedies of the Association. If the assessments are not paid on the date when due (being the dates specified in Section 7 hereof) then such assessment shall become delinquent and shall, together with such interest thereon and cost of collection thereof, thereupon become a continuing lien on the property which shall bind such property in the hands of the Owner, his heirs, devisees, personal representatives, successor, and assigns. If the assessment is not paid within one (1) month after the due date, the assessment shall bear interest from the due date at the rate of ten percent (10%) per annum, and the Association may bring an action at law against the Owner to pay the same or to foreclose the lien against the Lot, and there shall be added to the amount of such assessment all reasonable expenses of collection, including the cost of

preparing and filing the complaint, reasonable attorney's fees and costs of suit. The Association may also exercise all other remedies, and require payment of all other sums due to the Association as provided for in the Covenants.

10. Subordination of the Lien to Mortgages. The lien of the assessments provided for herein shall be subordinate to the lien of any mortgage or mortgages now or hereafter placed upon the Lots subject to assessment, provided, however, that such subordination shall apply only to the assessments which have become due and payable prior to the sale or transfer of such Lot pursuant to a decree of foreclosure, or any other proceeding in lieu of foreclosure. Such sale or transfer shall not relieve such Lot from liability for any assessments thereafter becoming due, nor from the lien securing any such subsequent assessment.
11. Exempt Property. The charges and liens created herein shall apply only to the Lots, and the remainder of the Subdivision shall not be subject thereto.
12. General.
  - (a) Each Owner shall comply strictly with the provisions of the Covenants. All Owners shall promptly and completely comply with each of the rules and regulations herein contained or hereafter properly adopted.
  - (b) Each Owner may use the Common Facilities in accordance with the purpose for which they were intended without hindering or encroaching upon the lawful rights of the other Owners.
  - (c) The Common Facilities are intended for use to afford vehicular and pedestrian movement within the development, to provide access to the Lots of the Owners, and improvements thereon, for recreational use by the Owners and occupants of Lots, for the beautification of the development, for providing safety and privacy to the residents thereof through landscaping and such other means as shall be deemed appropriate, and to provide utilities to the Lot. No part of the Common Facilities shall be obstructed so as to interfere with their use for the purposes herein above recited, nor shall any part of the Common Facilities be used for general storage purposes after the completion of the construction of Lots by the developer, except maintenance storage room, nor anything done thereon in any manner which shall increase the rate of hazard and liability insurance covering said area and improvements situated thereon.
  - (d) No resident of the Properties shall post any advertisement, sign, or poster of any kind on the Properties except as authorized by the Association.

**ARTICLE XV.**  
**AMENDMENTS**

1. These By-laws may be amended, at a regular or special meeting of the Members, by a vote of a majority of a quorum of members present in person or by written proxy, except that the Federal Housing Administration or the Veterans Administration shall have the right to veto amendments while there is Class B Membership.
2. In the case of any conflict between the Certificate of Formation and these By-laws, the Certificate of Formation shall control; and in the case of any conflict between the Covenants and these By-laws, the Covenants shall control.

**ARTICLE XVI.**  
**DISSOLUTION**

1. Manner of Dissolution. The Corporation may be dissolved only with the assent given in writing and signed by two-thirds (2/3) of the Members of all then existing classes and with the written consent of the Class B Members. Written notice of a proposal to dissolve, setting forth reasons therefor and the disposition to be made of the assets and/or the methods available to satisfy all outstanding indebtedness and obligations, shall be given to every Member at least ninety (90) day in advance of any meeting at which any such action may be taken. Said ninety (90) day notice shall be in addition to the notice required by Article III, Section 4 hereof.
2. Distribution of Assets. Upon dissolution of the Corporation, the assets both real and personal of the Corporation shall be applied and distributed in accordance with the provisions of §22.304 of the Texas Business Organizations Code.

**ARTICLE XVII.**  
**OBJECTIVE AND PURPOSE**

1. The primary purpose of this non-profit Association is to maintain and administer the Common Facilities and to collect and disburse the assessments and charges herein created, with regard to the residential properties known as The Enclave At Canyon Lake P.U.D., and such additions thereto as may hereafter be brought within the jurisdiction of the Association subject to the provisions of the Declarations of Covenants, Conditions and Restrictions, including amendments or supplements thereto, which may now exist or hereafter be placed on such property.
2. All present or future Owners, tenants, future tenants, or any other person that might use the Common Facilities in any manner, are subject to the regulations set forth in these By-laws. The mere acquisition or rental of any Lot or the mere act of occupancy of any Lot will

signify that these By-laws and the Covenants are accepted, ratified, and will be complied with.

**ARTICLE XVIII.  
CORPORATE SEAL**

The Association shall have a seal in circular form having within its circumference the words; The Enclave At Canyon Lake Community Association, Inc. and a star with the word "Association" in the center.

**ARTICLE XIX.  
MISCELLANEOUS**

1. Fiscal Year. The fiscal year of the Association shall begin on the first day of January and end on the last day of December of every year, except that the first fiscal year shall begin on the date of conveyance of the first Lot to a Class A Member, and terminate on the last day of December that same year.
2. Managing Agent. The initial Managing Agent shall be Johnnie R. Long, whose address is 801 N. Main, Boerne, Texas 78006, and the duties of which shall be to perform or cause to be performed all acts and responsibilities of the Board of Directors which may by law and these By-laws be delegated.

IN WITNESS WHEREOF we being all of the Directors of the The Enclave At Canyon Lake Community Association, have hereunto set our hands this 25th day of January, 2006.

Date

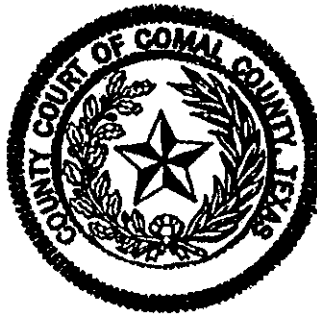
Johnnie R. Long  
Director, The Enclave At Canyon Lake  
Community Association

Date

Johnnie B. Long  
Director, The Enclave At Canyon Lake  
Community Association

Date

Jason E. Long  
Director, The Enclave At Canyon Lake  
Community Association



This page has been added to comply with the statutory requirement that the clerk shall stamp the recording information at the bottom of the last page.

This page becomes part of the document identified by the file clerk number affixed on preceding pages.

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Official Records of

COMAL COUNTY

JOY STREATER

COUNTY CLERK

Fees \$108.00



*Joy Streater*

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