

**ADDITIONAL DEDICATORY INSTRUMENT  
FOR  
ARROWHEAD LAKES PROPERTY OWNERS ASSOCIATION, INC.**

THE STATE OF TEXAS                   §  
COUNTY OF MONTGOMERY           §

BEFORE ME, the undersigned authority, on this day personally appeared Chris J. Archambault who, being by me first duly sworn, states on oath the following:


My name is Chris J. Archambault I am over twenty-one (21) years of age, of sound mind, capable of making this affidavit, authorized to make this affidavit, and personally acquainted with the facts herein stated:

I am the Attorney for Association: **ARROWHEAD LAKES PROPERTY OWNERS ASSOCIATION, INC.** Pursuant with Section 202.006 of the Texas Property Code, the following documents are the originals, or true and correct copies of the originals, of the governing instruments of the Association:

- 1) Arrowhead Lakes Property Owners, Inc. Bylaws Amended November 5, 2018

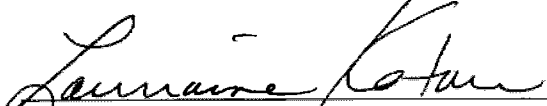
DATED this 17 day of DECEMBER, 2018.

ARROWHEAD LAKES PROPERTY OWNERS  
ASSOCIATION, INC.

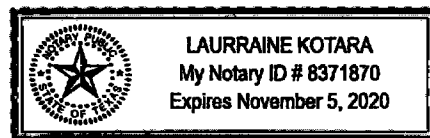
BY:   
CHRIS J. ARCHAMBAULT, Attorney for Association

THE STATE OF TEXAS                   §  
COUNTY OF HARRIS                   §

THIS INSTRUMENT was **acknowledged** before me on this the 17 day of December 2018 by Chris J. Archambault, Attorney for Association, **ARROWHEAD LAKES PROPERTY OWNERS ASSOCIATION, INC.** a Texas non-profit corporation, on behalf of said corporation.

  
Notary Public in and for the State of Texas

**After Recording Return To:**  
Daughtry & Farine, P.C.- KR  
17044 El Camino Real  
Houston, Texas 77058  
281-480-6888- Telephone



ARROWHEAD LAKES PROPERTY OWNERS, INC.  
BYLAWS

AMENDED *November 3*, 2018

**ARTICLE I- MEMBERSHIP**

- Section 1. The Articles of Incorporation of Arrowhead Lakes Property Owners, Inc. was filed with the Secretary of the State of Texas on February 15, 1967. Membership in Arrowhead Lakes Property Owners, Inc., hereinafter referred to as the Association, shall be composed exclusively of all property owners in Arrowhead Lakes Subdivision, hereafter referred to as the Subdivision, as defined by plat on record in: Section One, Volume 7, Page 55; Section Two, Volume 7, Page 59; Section Three, Volume 7, Page 85; Section Four, Volume 7, Page 97; Section Five, Volume 7, Page 117; Section Eight, Volume 9, Page 36; all of the map plat records of Montgomery County, Texas. Also Section Six, Volume 713, Page 896 and Section Seven, Volume 713, Page 897 of the Deed of Records, Montgomery County, Texas. Membership shall not be transferred or assigned, except through transfer of property ownership as defined in Section 2 of this Article.
- Section 2. A property owner is one who owns property in the Subdivision in fee simple, ownership of property must be proven by presentation of a recorded deed. In lieu of such presentation, the volume and page reference(s) of the recorded or contract of sale will be sufficient. If the deed is not recorded, a copy must be provided, for the subdivision's records, to the Treasurer within ten (10) days of his/her request.
- Section 3. Rights and privileges of membership accrue only to the Association Members including the use of any and all land areas and recreational facilities owned by the Association subject to the RULES governing the use of such facilities. However, unmarried children of Association Members, provided they are in residence with their parents, may also use land areas and recreational facilities subject to the RULES.

Guests of Association Members may also use land areas and recreational facilities subject to the RULES. Guests must be accompanied by the host member. In addition, guests may not number more than six persons per Association Member family, unless prior approval is obtained for the renting or use of such facilities as set forth in the RULES.

**ARTICLE II-MAINTENANCE ASSESSMENTS**

- Section 1. Collection of maintenance assessments by the Association shall be carried out as authorized by the Bonanza Corporation, as provided for by written instrument dated September 27, 1984, property recorded as film code 300-01-1382, file 8447484, in Deed Records of Montgomery County, Texas, as may be amended. Further, the Board of Directors of the Association may from time to time formulate policy to carry out and enforce collection of maintenance assessments properly owed the Association.
- Section 2. The Board of Directors shall make all efforts to collect delinquent maintenance assessments including the exhaustion of legal remedies as may exist or may be enacted.

### ARTICLE III – MEETINGS

- Section 1. Regular general membership annual meeting of the Association shall be held each year in October to conduct such business as may properly come before the Association Members. The date, time and place of this meeting for each upcoming year will be designated by the Board of Directors.
- Section 2. Notice of regular general membership meetings of the Association shall be given. Notice of Special General Membership meetings shall be given not less than ten (10) days nor more than sixty (60) days before the date of the special meeting. Mailing of said notice to the Association Member's last known address on file with the Treasurer will constitute compliance with this section.
- Section 3. Special general membership meetings of the Association may be held at a time and place called by a majority vote of the Board of Directors or by the President of the Association through privilege of office.
- Section 4. A quorum shall exist at general and special membership meetings when the number of Association Members present at said meetings are equal to or greater than fifteen (15). If a quorum does not appear for any regular or special general membership meeting properly called, then the meeting will be postponed from time to time until a quorum shall appear.
- Section 5. All meetings shall be held using Robert's Rules of Order, Newly Revised as the procedural authority in conducting meetings except where they may be exempted by the Bylaws of the Association.
- Section 6. Regular meetings of the Board of Directors shall be held each month of each year; provided a quorum is present. Special meetings of the Board of Directors may be held, provided a quorum is present, as called by a majority vote of the Board of Directors or by the President of the Association through privilege of office. A majority of active Board Members shall constitute a quorum for Board of Directors meeting. If a quorum does not appear for any regular or special Board of Directors meeting properly called, then the meeting will be postponed from time to time until a quorum shall appear. Board of Directors meetings will be open to attendance by general membership.

### ARTICLE IV – ELECTIONS

- Section 1. Nominations for any open position on the Board of Directors may be made from the floor by an Association Member.
- Section 2. Officers shall be elected by a majority vote of the Board of Directors present at a meeting to be held in November of each year, said officers elected shall be installed at the following January regular meeting of the Board of Directors. Should a vacancy occur by resignation, death or impeachment, that same vacancy shall be filled by a majority vote of the Board of Directors at the next regular scheduled board meeting, with installation being made at that same meeting.
- Section 3. In any and all elections for directors, as they occur, the use of the Association's official ballot is required.
- Section 4. Any officers of the Association may be impeached for cause by a two thirds (2/3) vote of the Board of Directors, thereafter declaring a vacancy to exist. Should any officer be absent without justifiable reason from any three (3) consecutive meetings

of the Association and/or regular meetings of the Board of Directors a vacancy may be declared by majority vote of the remaining Board of Directors. If a regular meeting of the Board of Directors and a meeting of the Association are held on the same day and any officer is absent from both meetings these absences shall count as two missed meetings.

- Section 5. Any Board Member may be removed from the Board upon good cause. Upon the Board's finding of good cause, the Board of Directors shall call a regular or special meeting of the Board of Directors, at which meeting and upon the approval of 2/3 of the Board of Directors present in person or by proxy, such member of the Board of Directors shall be removed from the Board of Directors. The majority of the remaining Board of Directors shall then have the authority to appoint a Member to fill the unexpired term of the removed Board Member.

#### **ARTICLE V – BOARD OF DIRECTORS**

- Section 1. The Board of Directors shall be composed of seven (7) duly elected directors who shall each serve a term of three (3) years and shall be elected by a majority vote of the Association Members voting in person or by proxy at a properly called and noticed meeting.
- Section 2. The Board of Directors shall be the governing body of the Association with full rights, authority and responsibilities to plan and execute all business of the Association. The Board shall be empowered to enter into and execute all necessary agreements and instruments incident to their duties and to institute, to resolve, or to compromise any and all questions of law, remedies of law, or use of monies as may occur in the necessary enforcements of legal covenants, Bylaws of the Association, and/or restrictions of deed as they may apply to the Association or Subdivision. The Board of Directors shall serve as the sanctioned representative body of the Association.

#### **ARTICLE VI – OFFICERS**

- Section 1. The President shall have general supervision of the affairs of the Association, incurring all rights, privileges, and responsibilities accruing thereto. He/she shall preside at all meetings of the Association and at all meetings of the Board of Directors; voting only in the event of a tie ballot. He/she shall act as the Agent of the Association and shall be so registered, using the address of the Association.
- Section 2. The Vice-President shall perform the duties and have the powers of the President in the event of the absence or disability of the President, and shall assist and perform duties as may be assigned by the President.
- Section 3. The Secretary shall keep the minutes of the meetings of the Association and of the meetings of the Board of Directors, and shall attend to the giving and service of all requisite notices, and shall conduct any and all correspondence as may be required by the Board of Directors, singly or as a body, and shall provide, upon request, a copy of the Bylaws and deed restrictions to any Association Member.
- Section 4. The Treasurer shall give bond for the faithful discharge of his/her duties in such sum and with such surety or sureties, as the Board of Directors shall determine. He/she shall (a) have custody of and be responsible for all funds and securities of the Association, receive and give receipts for monies due and payable to the Association from any source whatsoever, and deposit all such monies in the name of the Association in such banks, trust companies, and/or other such depositories as shall

be selected by the Board of Directors; (b) in general, perform all the duties incidents to the office of treasurer. All checks, drafts, or other orders for the payment of money, notes, or other evidences of indebtedness issued in the name of the Association, will be co-signed by such officer or officer and/or agent or agents of the Association in such manner as shall from time to time be determined by resolution of the Board of Directors. At the end of the Treasurer's term of office, he/she shall render a formal statement of the account of the Association at the date of expiration of his/her term, and inscribe thereon under oath before a Notary Public, that the foregoing statement is a true and correct accounting of the financial condition of the Association to the best of his/her knowledge. Treasurer's records shall be audited as least once each year by an audit committee consisting of three (3) Association Members.

#### ARTICLE VII – COMMITTEES


- Section 1. Committees, composed exclusively of Association Members, shall be created as necessary by a majority vote of the Board of Directors.
- Section 2. Appointment(s) to committees, shall be made solely by a majority vote of the Board of Directors.
- Section 3. A Rules Committee shall be appointed as necessary to formulate the establishment, amendment or complete revision of rules governing the use of land areas and/or recreational facilities owned by the Association, and to formulate the establishment, amendment or complete revision of policies and/or designation of authority that will provide for the enforcement of the rules. All such rules and policies shall be approved by the Board of Directors, read into the minutes of the next general meeting, posted at the large pavilion and at the areas affected. Copies to be provided, upon request, to any Association Member.

#### ARTICLE VIII – AMENDMENT OF BYLAWS

- Section 1. These Bylaws may be altered or repealed by a two-thirds, (2/3) vote of Association Members present at any regular or special general membership meeting of the Association provided notice of the proposed alteration or repeal be contained in a notice of the meeting for which the proposed Bylaw alteration will be voted upon. The notice shall be given by written instrument to each Association Member not less than ten (10) days nor more than thirty (30) days before the date of the meeting. Mailing of said notice to the Association Member's last known address on file with the Treasurer will constitute compliance with this section.

Adopted this 3<sup>RD</sup> day of NOVEMBER, 2018.

ARROWHEAD LAKES PROPERTY  
OWNER ASSOCIATION, INC.

  
Harry L. Price, President

**E-FILED FOR RECORD**  
12/17/2018 02:13PM



COUNTY CLERK  
MONTGOMERY COUNTY, TEXAS

STATE OF TEXAS,  
COUNTY OF MONTGOMERY

I hereby certify that this instrument was e-filed in the file number  
sequence on the date and time stamped herein  
by me and was duly e-RECORDED in the Official Public  
Records of Montgomery County, Texas.

**12/17/2018**



County Clerk  
Montgomery County, Texas