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2018902

### **BYLAWS OF** CROOKED CREEK ESTATES ARCHITECTURAL CONTROL COMMITTEE

#### ARTICLE I. NAME AND PRINCIPAL OFFICE

Section 1.1 Name. The name of the Committee is "Crooked Creek Estates Architectural Control Committee", hereinafter referred to as the "ACC" or "Committee".

Section 1.2 Principal Office. The principal office of the ACC shall be located at 2614 W. Freddy Gonzalez, Edinburg, TX 78539, but meetings of Committee Members may be held at such places as may be designated by the Committee Members.

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

- Section 2.1 "ACC" or "Committee" shall mean and refer to the Crooked Creek Estates Architectural Control Committee.
- Section 2.2 "Committee Member" shall mean a person elected or appointed pursuant to the terms of these Bylaws to make decisions on requests for improvements or changes to Lots, as set forth in the Declaration.
- Section 2.3 "Developer" shall mean and refer to J&DMC Management, LLC, a Texas limited liability company, its successors and assigns.
- Section 2.4 "Declaration" shall mean and refer to the Declaration of Covenants, Conditions and Restrictions for Crooked Creek Estates, a residential resal estate development in Kerr County, Texas.
- Section 2.5 "Lot" shall mean each platted parcel of land which is subject to the Declaration.
- Section 2.6 "Owner" shall mean and refer to the record owner, whether one or more persons or entities, of a fee simple title to any Lot which is subject to the Declaration.
- Section 2.7. "Turnover Date" shall mean and refer to the date of the last sale of the last Lot owned by Developer, or such earlier time as Developer may elect in writing to surrender its rights with respect to the management of the ACC, which shall automatically constitute an assignment to the Owners of the Lots of Developer's right to determine the composition of the ACC.

### ARTICLE III. VOTING AND MEETINGS OF OWNERS

<u>Section 3.1</u> Annual Meetings. Meeting of the Owners prior to the Turnover Date, if any, shall be held as designated by the Developer. After the Turnover Date, regular annual meetings of the Owners shall be held on a date designated by the ACC.

<u>Section 3.2</u> Special Meetings. Special meetings of the Owners may be called at any time by the ACC.

Section 3.3 Notice of Meetings. Notice of any meeting shall be given in any form (email, phone, mail) convenient to the ACC, at least ten but not more than sixty days before such meeting to each Owner (one notice per Lot, regardless of the number of Owners of any Lot). Such notice shall specify the place, day and hour of the meeting.

Section 3.4 Quorum. The presence at the meeting of absentee ballots, electronic ballots, and/or physical persons of Owners entitled to cast (or of proxies entitled to cast) ten percent of the votes, shall constitute a quorum for any action. If a quorum is not present at any meeting, then the members may adjourn the meeting and reconvene immediately or at another time and the quorum will be five percent of the votes at the second convening, or the members can chose not to reconvene, in which case the Committee Members whose terms would expire on the date of such meeting shall be automatically extended for another term, without vote of the Owners.

Section 3.5 Ballots and Proxies. At all meetings of Owners, each Owner may vote by absentee ballot, electronic ballot, in person or by proxy. All ballots and proxies shall be written, signed and dated. Every proxy shall be revocable and shall automatically expire eleven months after the date of its execution or upon conveyance by the Owner of his Lot, whichever occurs first. The ACC may designate an official ballot and/or proxy form, in which case only the official form shall be valid.

Section 3.6 Voting Rights. Voting rights are as set forth in the Declaration.

# ARTICLE IV. ACC MEMBERS: SELECTION; TERM OF OFFICE

Section 4.1 Number. The ACC shall be managed by three Committee Members. The number of Committee Members may be increased by amendment of these Bylaws.

Section 4.2 Term of Office. At the first meeting of the Owners following the Turnover Date, one Committee Member shall be elected for a term of one year, one Committee Member shall be elected for a term of two years, and one Committee Member shall be elected for a term of three years; thereafter, all Committee Members shall be elected for three year terms.

Section 4.3 Resignation or Removal. Committee Members may resign upon written notice. The ACC may permit any resignation to be withdrawn and/or rescinded. Any Committee Member may be removed from the ACC, with or without cause, by a majority vote of the Owners. In the event of death, resignation, disability (as determined by a physician), or removal of a Committee Member, his/her successor shall be selected by the remaining members of the ACC and shall serve

for the unexpired term of his/her predecessor.

<u>Section 4.4</u> Compensation. No Committee Member shall receive compensation for any service he may render; however, any Committee Member may be reimbursed against a receipt for his actual expenses incurred in the performance of his/her duties.

Section 4.5 Committee Chair. The Committee Members shall elect one of the Committee Members to serve as the Committee Chair following each annual meeting of the Owners. The Committee Chair shall preside over ACC meetings and discussions, make sure requests for approval are acted on promptly, and carry out the decisions of the ACC.

# ARTICLE V. NOMINATION AND ELECTION OF DIRECTORS

- <u>Section 5.1</u> Nomination. Nomination for election to the ACC shall be made from the floor at the annual meeting.
- Section 5.2 Election. Election to the ACC shall be by written ballot or, if uncontested, by acclamation. The persons receiving the largest number of votes shall be elected. Cumulative voting is not permitted.
- Section 5.3 Qualification. Any person elected or appointed by the Developer prior to the Turnover Date shall be eleigible to serve. After the Turnover Date no person shall be eligible for election unless they are an Owner or resident of a Lot.

### ARTICLE VI. MEETINGS OF THE ACC

- <u>Section 6.1</u> Meetings Dates. Meetings of the ACC shall be fixed from time to time by the Committee Members. ACC meetings are not open to anyone other than Committee Members except by invitation.
- <u>Section 6.2</u> Quorum. A majority of the number of Committee Members shall constitute a quorum for the transaction of business. Every act or decision done or made by a majority of the Committee.
- Section 6.4 Meeting Notices. Committee Members shall be entitled to written or phone notice of all meetings delivered at least seventy-two hours in advance.
- Section 6.6 Actions Without Meeting. The ACC may take action outside of a meeting, including voting by electronic or telephonic means, without notice to Owners.

#### ARTICLE VII AMENDMENTS

Section 7.1 These Bylaws may be amended at a regular or special meeting of the Owners by a vote of the Owners (at least two-thirds of membership) present in person or by proxy or by electronic or absentee ballot. These Bylaws may also be amended by a vote of a majority of the Committee Members.

Section 7.2 In the case of any conflict between the Declaration and these Bylaws, the Declaration shall control.

IN WITNESS WHEREOF, thus approved by J&DMC Management, LLC, Developer, acting by and through its duly authorized agent, as of this 3/5/ day of January, 2019.

J&DMC MANAGEMENT, LLC, a Texas limited liability company

By:// John J./McClelland, Jr,

Its Manager

STATE OF TEXAS

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COUNTY OF HIDALGO

Before me, the undersigned authority, personally appeared John J. McClelland, Jr., Manager of J&DMC Management, LLC, being known to me, and acknowledged to me that he executed the same on behalf of said entity for the purposes and consideration therein expressed.

otar Public, State of

AFTER RECORDING RETURN TO:

J&DMC Management, LLC 2614 W. Freddy Gonzalez Edinburg, TX 78539 3470 192/1715895

NORMA PRICE
NOTARY PUBLIC
STATE OF TEXAS
MY COMM. EXP. 11/10/2020
NOTARY ID# 510082-9

FILED BY AND RETURN TO:

KERRVILLE TITLE COMPANY

290 THOMPSON DR

KERRVILLE, TEXAS 78028

GF# 2018802



THED AND RECORDED

At 2:1% o'clock M

STATE OF TEXAS
COUNTY OF KERR
FULLIALLY

I hereby certify that this instrument was filed in the
numbered sequence on the date and time
stamped above by me and was duly recorded in
the Official Public Records of Kerr County Texas.

Capacital Public Records of Kerr County Texas.

Capacital Public Records of Kerr County Texas.