

NOTICE
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**SUPPLEMENTAL
NOTICE OF DEDICATORY INSTRUMENTS
FOR
CYPRESS HILL HOMEOWNERS ASSOCIATION, INC.**

THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

The undersigned, being the authorized representative of Cypress Hill Homeowners Association, Inc., a property owners' association as defined in Section 202.001 of the Texas Property Code (the "Association"), hereby supplements the "Notice of Dedicatory Instruments for Cypress Hill Homeowners Association, Inc." ("Notice") recorded in the Official Public Records of Real Property of Harris County, Texas on February 12, 2014 under Clerk's File No. 20140056021, which Notice was filed for record for the purpose of complying with Section 202.006 of the Texas Property Code.

1. Additional Dedicatory Instruments. In addition to the Dedicatory Instruments identified in the Notice, the following document is a Dedicatory Instrument governing the Association:

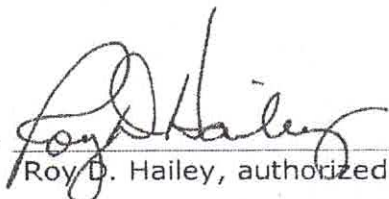
- **Certificate of Secretary of Cypress Hill Homeowners Association, Inc. regarding Amended and Restated Bylaws of Cypress Hill Homeowners Association Inc.**

This Supplemental Notice is being recorded in the Official Public Records of Real Property of Harris County, Texas for the purpose of complying with Section 202.006 of the Texas Property Code. I hereby certify that the information set forth in this Supplemental Notice is true and correct and the document attached to this Supplemental Notice is a true and correct copy of the original.

Executed on this 9th day of October, 2014.

CYPRESS HILL HOMEOWNERS ASSOCIATION, INC.

1OR
1EE

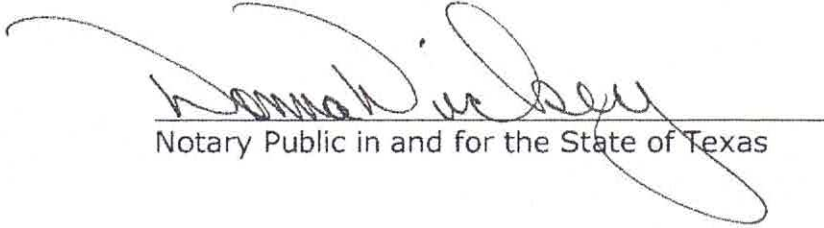
By: 
Roy D. Hailey, authorized representative

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THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

BEFORE ME, the undersigned notary public, on this day personally appeared Roy D. Hailey, authorized representative of Cypress Hill Homeowners Association, Inc., known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purpose and in the capacity therein expressed.

SUBSCRIBED AND SWORN TO BEFORE ME on this the 9th day of October, 2014, to certify which witness my hand and official seal.



Notary Public in and for the State of Texas



Return to:
Roy D. Hailey
ROBERTS MARKEL WEINBERG BUTLER HAILEY, PC
2800 Post Oak Blvd., Suite 5777
Houston, Texas 77056

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AMENDED AND RESTATED BY-LAWS
OF
CYPRESS HILL HOMEOWNERS ASSOCIATION, INC.

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**AMENDED AND RESTATED BY-LAWS
OF
CYPRESS HILL HOMEOWNERS ASSOCIATION, INC.
A NON-PROFIT CORPORATION HARRIS COUNTY, TEXAS**

**ARTICLE ONE
NAME, PURPOSES, REGISTERED OFFICE**

SECTION 1 NAME. The name of the corporation is CYPRESS HILL HOMEOWNERS ASSOCIATION, INC. ("Association")

SECTION 2. PURPOSES. As stated in the Articles of Incorporation of the Association and restated here, the purposes for which the Association was formed are:

(1) To manage and administer the affairs and business of the property owners of CYPRESS HILL, an unrecorded subdivision in Harris County, Texas, described by metes and bounds in Exhibit "A" attached to the Protective Covenants recorded in the Official Public Records of Real Property of Harris County, Texas under County Clerk's File No. G013489 ("Cypress Hill").

(2) To prosecute and defend any legal actions on behalf of the Association including but not limited to enforcing and defending any and all deed restrictions and protective covenants on Cypress Hill, as determined by the Board of Directors of the Association ("Board").

(3) To make and perform contracts of every kind for any lawful purpose without limit to amount, with any person, firm, association, corporation, municipality, state, government, or municipal or political subdivision.

(4) To have and exercise all the rights and powers conferred on nonprofit corporations under the Texas Business Organizations Code, as such law is now in effect or may at any time hereafter be amended.

(5) To do all other acts necessary or expedient for the administration of the affairs and attainment of the purposes of this corporation.

**ARTICLE TWO
MEMBER GROUPS, VOTING RIGHTS**

SECTION 1. MEMBERS. A "member" of the Association shall be any recorded owner of real property in CYPRESS HILL according to the Official Public Records of Real Property of Harris County, Texas. There shall be only one class of members.

Upon any question of ownership of real property in CYPRESS HILL the party asserting member shall provide the Board a copy of a deed recorded in the Official Public Records of Real Property of Harris County, Texas showing their title to such real property.

SECTION 2. MEMBER GROUPS. A "member group" of the Association shall be any individual member who individually owns one or more lots in CYPRESS HILL, or any collection of members who jointly own one or more lots in CYPRESS HILL. Each member of the Association may participate in only one member group. There shall be only one class of member groups.

SECTION 3. VOTING RIGHTS. Voting rights are limited to member groups, only. Each member group will be entitled to one vote on each matter submitted to a vote of the Association membership. Each member group will be entitled to only one vote regardless of the number of lots owned by that member group. Split votes will not be allowed. The vote of each member group may be cast by any member of that member group. A member group may **not** be disqualified from voting for any reason. Members may vote by proxy, electronically or by means of absentee ballots.

Cumulative voting for Officers and Directors shall not be allowed.

ARTICLE THREE
BOARD, DIRECTORS, OFFICERS

SECTION 1. THE BOARD. The Board of Directors of the Association shall be composed of seven members, four of which will be at-large Directors and three of which will be Officers as described in this Article. The Board shall be the governing body of the Association with full rights and authority necessary to pursue the purposes of the Association as stated in Article One of these By-Laws. Members of the Board shall not be compensated.

SECTION 2. AT-LARGE DIRECTORS. There shall be four At-Large Directors on the Board. Any member may serve as an At-Large Director. An At-Large Director will serve a term of two years, from the latter of September 1st or his (her) election and qualification, to the latter of August 31st or the election and qualification of his (her) replacement. At-Large Directors will be elected by a vote of the Association membership as provided for elsewhere in these By-Laws. At-Large Directors may succeed themselves.

SECTION 3. OFFICERS. There shall be three Officers of the corporation as described below. Each must be a member of the Association and each will be a member of the Board. Officers will serve a term of one year running from the latter of September 1st or his (her) election and qualification, to the latter of August 31st or the election and qualification of his (her) replacement. Officers will be elected by a vote of the Association membership as provided for elsewhere in these By-Laws. Officers may succeed themselves.

The duties of each Officer will be:

- (1) President - The President shall preside at all member and board meetings, preserve order, enforce the By-Laws and exercise general supervision of the corporation's affairs. He (she) shall decide all questions of procedure and order, and with the consent of the Board shall appoint all committees and serve as an ex-officio member of each such committee. The President shall also perform such other and additional duties as are customarily performed by such an officer.
- (2) Vice-President - The Vice President shall assist the President in the discharge of his duties and shall perform any and all additional duties delegated to him by the President or the Board. He or she shall also assume the duties of the President in the latter's absence.
- (3) Secretary/Treasurer - The Secretary/Treasurer shall maintain complete records of all

meetings and supervise all correspondence for the corporation. He (she) shall also supervise and maintain records for all of the financial matters of the corporation as required by these By-Laws and as directed by the Board.

SECTION 4. REMOVAL. Any Officer or At-Large Director may be removed from office by a 2/3 majority vote of all of the member groups.

SECTION 5. VACANCIES. Any vacancies on the Board will be filled for the unexpired term of the vacant office by a member of the Association appointed by the Board.

ARTICLE FOUR **MEETINGS**

SECTION 1. ANNUAL MEETING. The annual membership meeting will be held each year during the month of September with notice being given in accordance with Section 5. At each annual meeting the agenda will include at least the following items:

- (1) Report by the Board on the Association activities since the preceding annual meeting.
- (2) Report by the Secretary/Treasurer on the financial activities since the preceding annual meeting and on the current financial status of the Association.
- (3) Discussion of old and new business.

Other items may be added to the agenda at the discretion of the Board. A quorum of 25% of all member groups will be required for any votes taken at the annual meeting to be valid. A simple majority vote on matters before the membership shall govern unless otherwise required by these By-Laws or by law.

SECTION 2. BOARD MEETINGS. The Board shall meet quarterly. Unless announced otherwise by the Board, all Board meetings will be held on the first Saturday of each quarter at 2:30 p.m. Board meetings will be open to all members who wish to address the Board, subject to the Board's right to adjourn into executive session as allowed by Section 209.0051 of the Code. Board actions will be by majority vote of those Board members present, subject to a required quorum of five (5) Board members. Proxy voting by Board members will not be allowed.

SECTION 3. SPECIAL MEETINGS. Special meetings of the membership or of the Board may be called by the President or by written request of 10% of all member groups.

SECTION 4. CONDUCT OF MEETINGS. All meetings of the membership and of the Board will be conducted in accordance with the Revised Edition of Robert's Rules of Order when not in conflict with these By-Laws.

SECTION 5. NOTICE OF MEMBER MEETINGS. Written notice of each annual or special meeting of the Association shall be sent to each member's address listed with the Association, stating the purpose of the meeting, as well as the time and place where it is to be held. Such notice may be delivered personally, by mail, by facsimile, and to the extent expressly authorized by statute, by electronic message. If a member desires that notice be given at an address other than the lot, the member shall provide the alternative address for the purpose of receiving notice in writing to the Secretary. Notice by facsimile must be sent to the facsimile number provided to the Association in writing by that member. Notice shall be served not less than 10 nor more than 60 days before a meeting. If mailed, the notice of a meeting shall be deemed to be delivered when deposited in the

United States mail, first class postage pre-paid, addressed to the member. If faxed, the notice shall be deemed to be delivered as of the date and time shown on a written confirmation that the facsimile was successfully transmitted. If sent by electronic message, the notice shall be deemed to be delivered as provided by applicable statute. The Board may use any other means to deliver a notice of a meeting that may become available with advancements in technology, provided that notice by such means is authorized by statute.

ARTICLE FIVE NOMINATIONS AND ELECTIONS

SECTION 1. NOMINATIONS. Nominations and elections shall be held in August of each year. The Secretary/Treasurer will send out a nomination form which will solicit nominations and notice of upcoming Association board elections to all member groups either personally, by mail, or by e-mail around August 1st. The nomination forms must be returned within 10 days so that nominations can be transferred to actual voting forms by August 10th. All members who are nominated must confirm that they are willing to accept the nomination. All members of the Association are eligible to run for office or director positions on the Board.

SECTION 2. ELECTIONS. Voting ballots with nominations for all open Officer and Board positions will be sent out to members by August 15th by either written ballot or email electronic ballot. Ballots must be completed as stated in communication advising of the vote. The nominees receiving a majority of the votes cast shall be declared elected.

Secret ballots are prohibited. A member group's vote must be in writing and signed by the member, except for uncontested elections. An electronic ballot is deemed to be in writing and signed.

ARTICLE SIX COMMITTEES

SECTION 1. STANDING COMMITTEES. There will be one standing committee, the Architectural Review Committee.

The Architectural Review Committee shall be charged with the enforcement of the architectural review activities described in the Protective Covenants of Cypress Hill. As detailed in Article VI, Section 2(b) of the Protective Covenants, the Architectural Review Committee shall consist of three members who are appointed or removed by the Board. Members of the Board can also serve on the Architectural Review Committee.

The Board will oversee the administration of the maintenance of Cypress Hill's roads, common grounds and facilities.

SECTION 2. OTHER APPOINTMENTS. Additional committees as may be considered necessary by the Board may be appointed from time to time by the President with the approval of the Board. The number of members and the duties of such additional committees, as well as those of the standing committee, shall be within the discretion of the Board except as specifically required by these By-Laws.

ARTICLE SEVEN FISCAL MATTERS

SECTION 1 SIGNATURES. Association checks and contracts under \$1,000 will require the signature of only one of the three officers. Any Association checks and contracts over \$1,000 will

require the signatures of any two of the three officers.

SECTION 2. MAINTENANCE FEE. The maintenance fee called for in Cypress Hill's Protective Covenants shall be payable to the corporation by March 1st of each year. The Board shall enforce the collection of this fee under the terms of the Protective Covenants. The Board may modify the maintenance fee as provided for in Cypress Hill's Protective Covenants.

SECTION 3. NONPAYMENT. Failure to make payment of the fees and assessments as provided for in Section 2 above will result in a late charge of \$10.00 per month per lot until all payments are brought up to date. This late charge in no way limits the corporation from seeking payment of the maintenance fee described in Section 2 of this article via procedures authorized in the Protective Covenants.

SECTION 4. MAINTENANCE OF FUNDS. All funds of the corporation shall be deposited to the credit of the Association in such banks, certificates of deposit or other depositories as the Board may select.

SECTION 5. BOOKS AND RECORDS. Books and records of the Association shall be retained by the Association in accordance with the Association's Document Retention Policy.

SECTION 6. FISCAL YEAR. The fiscal year of the Association shall be from January 1st to December 31st of each calendar year.

ARTICLE EIGHT AMENDMENTS

SECTION 1. AMENDMENTS OF BY-LAWS. These By-Laws may be revised, changed or amended at any regular or special membership meeting as herein provided.

SECTION 2. NOTIFICATION. Any proposed change, revision or amendment to these By-Laws must be provided to each member group in writing at least 10 nor more than 60 days before any vote is taken on such change, revision, or amendment.

SECTION 3. VOTE. Approval of any proposed change, revision or amendment to these By-Laws will require a majority vote or written approval of all the member groups in accordance with Article Two, Section 3.

[The remainder of this page was intentionally left blank.]

CERTIFICATE OF SECRETARY
of
CYPRESS HILL HOMEOWNERS ASSOCIATION, INC.

STATE OF TEXAS §
 §
COUNTY OF HARRIS §

The undersigned, being the duly elected, qualified and acting Secretary of Cypress Hill Homeowners Association, Inc., a Texas non-profit corporation ("Association"), does hereby certify that the above "Amended and Restated By-Laws of Cypress Hill Homeowners Association, Inc." were approved by two-thirds (2/3rds) majority vote of all member groups at a meeting of the members held on the 6 day of October, 2014, at which the requisite quorum was present.

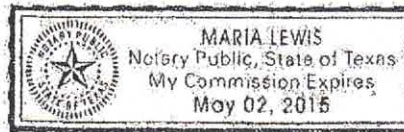
CYPRESS HILL HOMEOWNERS ASSOCIATION, INC.

By: Linda Maday
Printed: Linda Maday
Its: Secretary

STATE OF TEXAS §
 §
COUNTY OF HARRIS §

This instrument was acknowledged before me on the 6 day of Oct, 2014 by Linda Maday, Secretary of Cypress Hill Homeowners Association, Inc., on behalf of said corporation.

Maria Lewis
Notary Public in and for the State of Texas



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10/10/2014 10:54:49 AM
e-Filed & e-Recorded in the
Official Public Records of
HARRIS COUNTY
STAN STANART
COUNTY CLERK
Fees 56.00

RECORDERS MEMORANDUM
This instrument was received and recorded electronically
and any blackouts, additions or changes were present
at the time the instrument was filed and recorded.

Any provision herein which restricts the sale, rental, or
use of the described real property because of color or
race is invalid and unenforceable under federal law.
THE STATE OF TEXAS
COUNTY OF HARRIS
I hereby certify that this instrument was FILED in
File Number Sequence on the date and at the time stamped
hereon by me; and was duly RECORDED in the Official
Public Records of Real Property of Harris County, Texas.



Stan Stanart
COUNTY CLERK
HARRIS COUNTY, TEXAS