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**NOTICE OF FILING OF  
DEDICATORY INSTRUMENTS OF  
ENCLAVE AT CANYON LAKE COMMUNITY ASSOCIATION, INC.**

STATE OF TEXAS           §  
  §                                   KNOW ALL MEN BY THESE PRESENTS:  
COUNTY OF COMAL       §

Notice is hereby given to all persons with any interest in or claim to any parts of the property within the Enclave at Canyon Lake Subdivision that said property is subject to the attached dedicatory instruments, to-wit;


- 1. Pool Rules; and
- 2. Definition of Recreational Vehicle Resolution

The foregoing constitute some but not all of the dedicatory instruments of the Association.


By their signatures below, the President and Secretary of the Association certify that the attached documents are dedicatory instruments of the Association.

Thus executed this 19<sup>th</sup> day of August, 2011.

ENCLAVE AT CANYON LAKE COMMUNITY ASSOCIATION, INC.

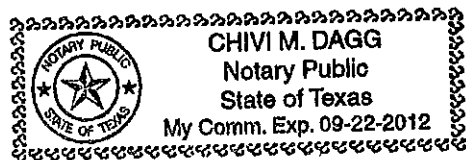
By:   
Don Peterson, Its President

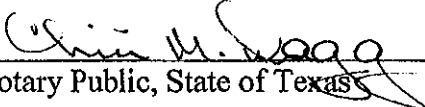
ATTEST:

By:   
John Hall, Its Secretary

STATE OF TEXAS           §  
  §  
COUNTY OF COMAL       §

I hereby certify that the foregoing instrument was acknowledged before me, the undersigned Notary, by Don Peterson, President, Enclave at Canyon Lake Community Association, Inc., on the date of execution set forth above.



  
Notary Public, State of Texas

STATE OF TEXAS           §  
  §  
COUNTY OF COMAL       §

I hereby certify that the foregoing instrument was acknowledged before me, the undersigned Notary, by John Hall, Secretary, Enclave at Canyon Lake Community Association, Inc., on the date of execution set forth above.



*Judy L. Swientek*  
\_\_\_\_\_  
Notary Public, State of Texas

**AFTER RECORDING RETURN TO:**  
Enclave at Canyon Lake Community Association, Inc.  
1600 NE Loop 410, Suite 202  
San Antonio, Texas 78209

**RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE ENCLAVE AT CANYON LAKE COMMUNITY ASSOCIATION, INC.,  
REGARDING THE DEFINITION OF RECREATIONAL VEHICLE**

**WHEREAS**, the association has a declaration and bylaws, and,

**WHEREAS**, the board of directors of the Enclave At Canyon Lake Community Association, Inc. is empowered to govern the affairs of the community association pursuant to Article VII of the bylaws, and,

**WHEREAS**, there is a need to define the term "recreational vehicle," and,

**WHEREAS**, it is the intent that this rule shall be applied to all owners, tenants, guests, invitees, or any others who have vehicles entering the common areas and or personal property; and this resolution shall remain in effect until otherwise rescinded, modified, or amended by a majority of the board of directors,

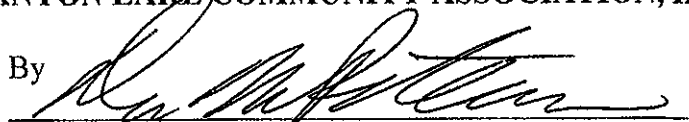
**NOW, THEREFORE, BE IT RESOLVED THAT** the definition of recreational vehicle is hereby adopted by the board of directors:

Recreational Vehicle shall mean and refer to aircraft, RV's, classical vehicles undercover, and motorized utility trailers.

SIGNED this the 2 day of November, 2009.

**THE ENCLAVE AT CANYON LAKE COMMUNITY ASSOCIATION, INC.**

By

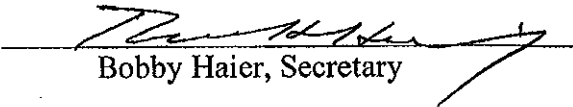


Don Peterson, President

**CERTIFICATE OF SECRETARY**

I hereby certify that as Secretary of the Enclave At Canyon Lake Community Association, Inc., that the foregoing Resolution of the Board of Directors was approved on the 14th day of August, 2009, at a properly noticed meeting of the Board of Directors at which a quorum was present.

DATED this the 2<sup>nd</sup> day of November, 2009.

  
Bobby Haier, Secretary

**THE ENCLAVE AT CANYON LAKE  
COMMUNITY ASSOCIATION, INC.**

1600 N. E. Loop 410, Suite #202  
San Antonio, Texas 78209

210-829-7202 Office \* 210-829-5207 Fax \* 1-866-232-4386 Toll Free

**SWIMMING POOL RULES  
AND GUIDELINES**

# NO LIFE GUARD ON DUTY

### 3. ENTRY AND POOL USE

- There are **NO LIFE GUARDS ON DUTY**. An electronic card is needed to access the facility. Cards may be obtained from the Association offices at the aforementioned address. A waiver must be signed before the issuance of a card.

### 1. INTRODUCTION

- The safety and enjoyment of the members of the community are of primary concern in the operation of our pool. If we show courtesy and consideration for others in our use of the pool, only a minimum of rules and guidelines should be needed. This is **YOUR** swimming pool. For your maximum enjoyment and safety, experience has shown that certain rules are necessary.

### 2. SCHEDULE & HOURS OF OPERATION

- Pool Open: April 15, 2011 through October 31, 2011
- Pool Closed: November 1, 2011 through April 14, 2012\*
- Pool Hours: 10:00 a.m. to 10:00 p.m. daily except Friday afternoon

**Pool closed every Friday afternoon for cleaning**

\* Pool deck will be open on weekends during the Closed Season for sun bathing from 10 a.m. to 6 p.m.

The Association reserves the right to close the pool at any time for emergency, weather or repair purposes.

### 3. ENTRY AND POOL USE

- The Enclave at Canyon Lake Owners Community Association assumes no responsibility for accidents, personal injury or lost articles. The Association manager and Board of Directors are in charge of pool operation and responsible for enforcement of the rules.

- The pool facilities were designed and built for the primary use and recreation of residents, their visiting relatives, and guests.
- Only Association members in good standing (i.e., have paid annual assessments), their tenants, and their accompanied guests are permitted to use the pool and pool area.

### 4. POOL RENTAL

- The pool is available for parties with a maximum of 25 guests. However, **NO** private parties are allowed. The pool will be open for all homeowners and guests. **Lifeguards are required for parties with five or more guests under fourteen.**
- There is a \$400 deposit and a \$100 usage fee required for pool parties. For reservations call 210-829-7202 during regular business hours 8:00 a.m. to 6:00 p.m. Monday through Friday.

### 5. GUESTS

- Only members in good standing may bring guests to the pool. The host member is responsible for his/her guest's conduct at all times and must accompany their guests at all times.
- The Board may limit the number of guests or request guests to leave the pool in matters concerning safety or over-crowding.

- A GUEST CANNOT BE A NON-PAID MEMBER OF THE ENCLAVE AT CANYON LAKE COMMUNITY (i.e. ENCLAVE AT CANYON LAKE MEMBERS WHO HAVE NOT PAID THEIR ASSESSMENTS). THESE MEMBERS MAY NOT ENTER THE POOL OR POOL AREA AS A GUEST OF A PAID MEMBER.

## 6. POOL CONDUCT/GENERAL POOL RULES

- The Association manager and Board of Directors are in charge of pool operation and responsible for enforcement of the rules.
- *An adult must accompany children under the age of fourteen (14).*
- No children under the age of two (2) are allowed in the pool at anytime without appropriate pool/swim diapers.
- Persons with infectious diseases or open wounds are not allowed in the pool. (Chicken pox, poison ivy, etc.).
- HORSEPLAY, RUNNING, DUNKING, PUSHING, UNDO SPLASHING, ABUSING POOL EQUIPMENT, SPITTING AND THROWING OBJECTS ARE NOT ALLOWED. Persons engaging in these activities will be asked to leave.
- No food, glass containers, gum chewing or smoking permitted on pool edges or in pool. Food, drinks, etc., are permitted in designated areas but only in unbreakable containers.
- No glass face masks or goggles will be allowed in the pool. Floating devices attached to the swimmer for safety are allowed in the shallow end.
- Use of skates, skateboards and similar devices are prohibited in the pool enclosure.
- Animals are not allowed in the pool enclosure, except for seeing-eye dogs.

- Please report all injuries immediately to the Association at (210) 829-7202.
- Proper swim attire only. No T-shirts, shorts or cutoffs.
- Pool operating hours must be strictly adhered to.
- Parents assume all responsibility for their children.
- Any person who is under the influence of drugs or alcohol is not permitted in the facility or pool and/or the pool area.
- To prevent/avoid chemical imbalance or filter problems with the water, please:
  1. Towel or shower off suntan lotion or oil before entering the pool. Oil gums up tiles and dilutes the chemicals.
  2. Braid, confine in a pony tail or bun, or wear a bathing cap if hair is longer than shoulder length. Loose hair cannot be back washed from the filter system and reduces its efficiency.

### RULE VIOLATION ENFORCEMENT:

- **First violation:** automatic suspension from use of the pool facilities for one week (7 days) plus a warning a \$200 fine will be imposed should a violation occur again
- **Second violation:** automatic suspension from use of the pool facilities for one month (30 days) plus \$200 fine
- **Third violation:** automatic suspension from use of the pool facilities for the remainder of the season plus \$500 fine for each subsequent occurrence of each violation

PLEASE NOTE:

NOTES:

- PROBLEMS OR COMPLAINTS SHOULD BE DIRECTED TO THE ASSOCIATION MANAGER BE CALLING 866-232-4386 OR 210-829-7202 DURING REGULAR BUSINESS HOURS 8:00 AM TO 6:00 PM MONDAY THROUGH FRIDAY.
- IF ANY EQUIPMENT IS FAULTY OR IN NEED OF REPAIR, PLEASE CONTACT THE ASSOCIATION OFFICES AT 866-232-4386 OR 210-829-7202.
- PLEASE REMOVE YOUR TRASH WHEN YOU LEAVE.
- THE ASSOCIATION MANAGER, WITH THE APPROVAL OF THE BOARD OF DIRECTORS, MAY AMEND OR CHANGE THESE RULES AT ANY TIME.
- RECREATIONAL FACILITIES ARE OWNED BY THE ENCLAVE AT CANYON LAKE COMMUNITY ASSOCIATION, INC.

**IN THE EVENT OF AN EMERGENCY  
DIAL 911**

Filed and Recorded  
Official Public Records  
Joy Streater, County Clerk  
Comal County, Texas  
11/17/2011 09:39:09 AM  
CASHTWO  
201106039607



*Joy Streater*

*JM*

**RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE ENCLAVE AT CANYON LAKE COMMUNITY ASSOCIATION, INC.  
REGARDING PAYMENT PLAN GUIDELINES**



201106039610 11/17/2011 09:39:12 AM 1/2

STATE OF TEXAS §  
  §  
COUNTY OF COMAL §

KNOW ALL MEN BY THESE PRESENTS:

Pursuant to Section 209.0062, Texas Property Code, the Enclave at Canyon Lake Community Association, Inc., acting through its Board of Directors, has adopted the following reasonable guidelines to establish an alternative payment schedule by which an owner may make partial payments for delinquent regular or special assessments or other amounts owed to the Association, to-wit:

1. All payment plans must be in writing, signed by one or more owners of the property associated with the delinquent balance, approved by the signature of the President of the Association or the Association Manager, and provide that the owner shall pay future assessments when due, in addition to any arrearage payment due under a payment plan;
2. To be qualified for a payment plan an owner must not have failed to honor the terms of one previous payment plan in the two years prior to a request for a new payment plan;
3. No monetary penalties shall accrue on balances while a payment plan is in effect, but reasonable costs associated with administering the plan and interest shall continue to accrue;
4. Any qualified owner who owes a delinquent balance of \$300 or less shall be allowed, without deliberation by the Board, to pay that balance in three equal consecutive monthly installments, with the first payment due within the first thirty day period following the approval of the payment plan;
5. Any qualified owner who owes a delinquent balance of more than \$300 shall be allowed, without deliberation by the Board, to pay that balance by paying twenty-five percent of the balance during the first thirty day period following the approval of the payment plan, with the remaining delinquent balance to be paid in six equal consecutive monthly installments;
6. Any owner may submit a request for a payment plan that does not meet the foregoing guidelines, along with whatever information they wish the Board to consider, and the Board may approve or disapprove such payment plan, in its sole discretion; and,
7. If an owner who is not qualified to receive a payment plan asks for a payment plan, the Board shall be entitled to approve or disapprove a payment plan, in its sole discretion.

By their signatures below, the President and Secretary of the Association certify that the foregoing was approve by the Board of Directors of the Association at a duly-called meeting of

the Board of Directors at which a quorum of Directors was present, or by signed, unanimous written consent in lieu of a meeting.

Thus executed this 19<sup>th</sup> day of August, 2011.

ENCLAVE AT CANYON LAKE COMMUNITY ASSOCIATION, INC.

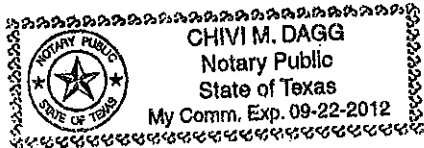
By: *Don Peterson*  
Don Peterson, Its President

ATTEST:

By: *John Hall*  
John Hall, Its Secretary

STATE OF TEXAS       §  
                                  §  
COUNTY OF COMAL   §

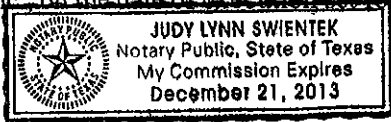
I hereby certify that the foregoing instrument was acknowledged before me, the undersigned Notary, by Don Peterson, President, Enclave at Canyon Lake Community Association, Inc., on the date of execution set forth above.



*Chivi M. Dagg*  
Notary Public, State of Texas

STATE OF TEXAS       §  
                                  §  
COUNTY OF COMAL   §


I hereby certify that the foregoing instrument was acknowledged before me, the undersigned Notary, by John Hall, Secretary, Enclave at Canyon Lake Community Association, Inc., on the date of execution set forth above.



*Judy Lynn Swientek*  
Notary Public, State of Texas

**AFTER RECORDING RETURN TO:**  
Enclave at Canyon Lake Community Association, Inc.  
1600 NE Loop 410, Suite 202  
San Antonio, Texas 78209

Filed and Recorded  
Official Public Records  
Joy Streater, County Clerk  
Comal County, Texas  
11/17/2011 09:39:12 AM  
CASH20  
201105039610

 *Joy Streater*



3/M

**RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE ENCLAVE AT CANYON LAKE COMMUNITY ASSOCIATION, INC.  
REGARDING RECORDS PRODUCTION AND COPYING POLICY**



201106039608 11/17/2011 09:39:10 AM 1/3

STATE OF TEXAS §  
  §  
COUNTY OF COMAL §

**KNOW ALL MEN BY THESE PRESENTS:**

Pursuant to Section 209.005(i), Texas Property Code, the Enclave at Canyon Lake Community Association, Inc., acting through its Board of Directors, has adopted the following records production and copying policy to prescribe the costs the Association will charge for the compilation, production and reproduction of information requested under Section 209.005, to-wit:

**(a) Copy charge.**

(1) Standard paper copy. The charge for standard paper copies reproduced by means of an office machine copier or a computer printer is \$.10 per page or part of a page. Each side that has recorded information is considered a page.

(2) Nonstandard copy. The charges in this subsection are to cover the materials onto which information is copied and do not reflect any additional charges, including labor, that may be associated with a particular request. The charges for nonstandard copies are:

- (A) Diskette – \$1.00;
- (B) Magnetic tape – actual cost;
- (C) Data cartridge – actual cost;
- (D) Tape cartridge – actual cost;
- (E) Rewritable CD (CD-RW) – \$1.00;
- (F) Non-writable CD (CD-R) – \$1.00;
- (G) Digital video disc (DVD) – \$3.00;
- (H) JAZ drive – actual cost;
- (I) Other electronic media – actual cost;
- (J) VHS video cassette – \$2.50;
- (K) Audio cassette – \$1.00;
- (L) Oversize paper copy (e.g.: 11 inches by 17 inches, greenbar, bluebar, not including maps and photographs using specialty paper) - \$.50;
- (M) Specialty paper (e.g.: Mylar, blueprint, blueline, map, photographic – actual cost.

**(b) Labor charge for locating, compiling, manipulating data, and reproducing information.**

(1) The charge for labor costs incurred in processing a request for information is \$15.00 an hour. The labor charge includes the actual time to locate, compile, manipulate data, and reproduce the requested information.

(2) A labor charge shall not be billed in connection with complying with requests that are for 50 or fewer pages of paper records, unless the documents to be copied are located in:

(A) Two or more separate buildings that are not physically connected with each other; or

(B) A remote storage facility.

(3) A labor charge shall not be recovered for any time spent by an attorney, legal assistant, or any other person who reviews the requested information to determine whether the Association will raise any exceptions to disclosure of the requested information.

(4) When confidential information is mixed with non-confidential information in the same page, a labor charge may be recovered for time spent to redact, blackout, or otherwise obscure confidential information in order to release the non-confidential information. A labor charge shall not be made for redacting confidential information for request of 50 or fewer pages, unless the request the documents to be copied are located in:

(A) Two or more separate buildings that are not physically connected with each other; or

(B) A remote storage facility.

(5) For purposes of paragraph (2)(A) of this subsection, two buildings connected by a covered or open sidewalk, an elevated or underground passageway, or a similar facility, are not considered to be separate buildings.

(c) Overhead charge.

(1) Whenever any labor charge is applicable to a request, the Association may include in the charge direct and indirect costs, in addition to the specific labor charge. This overhead charge would cover such costs as depreciation of capital assets, rent, maintenance and repair, utilities, and administrative overhead. If the Association chooses to recover such costs, a charge shall be made in accordance with the methodology described in paragraph (3) of this subsection.

(2) An overhead charge shall not be made for request for copies of 50 or fewer pages of standard paper records unless the request also qualifies for a labor charge.

(3) The overhead charge shall be computed at 20% of the charge made to cover any labor costs associated with a particular request. For example: if one hour of labor is used for a particular request, the formula would be as follows: Labor charge for locating, compiling, and reproducing, \$15.00 x .20 = \$3.00.

(d) Remote document retrieval charge

To the extent that the retrieval of documents results in a charge to comply with a request, it is permissible to recover costs of such services for requests that qualify for labor charges.

(e) Miscellaneous supplies.

The actual cost of miscellaneous supplies, such as labels, boxes, and other supplies used to produce the request information, may be added to the total charge for information.

(f) Postal and shipping charges.

The Association may add any related postal or shipping expenses which are necessary to transmit the reproduced information to the requesting party.

By their signatures below, the President and Secretary of the Association certify that the foregoing was approved by the Board of Directors of the Association at a duly-called meeting of

the Board of Directors at which a quorum of Directors was present, or by signed, unanimous written consent in lieu of a meeting.

Thus executed this 19<sup>th</sup> day of August, 2011.

ENCLAVE AT CANYON LAKE COMMUNITY ASSOCIATION, INC.

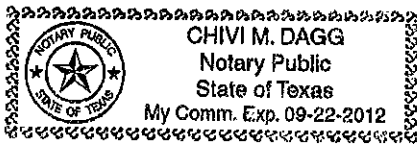
By: *Don Peterson*  
Don Peterson, Its President

ATTEST:

By: *John Hall*  
John Hall, Its Secretary

STATE OF TEXAS §  
§  
COUNTY OF COMAL §

I hereby certify that the foregoing instrument was acknowledged before me, the undersigned Notary, by Don Peterson, President, Enclave at Canyon Lake Community Association, Inc., on the date of execution set forth above.



*Chivi M. Daggs*  
Notary Public, State of Texas

STATE OF TEXAS § *Texas*  
§  
COUNTY OF COMAL §


I hereby certify that the foregoing instrument was acknowledged before me, the undersigned Notary, by John Hall, Secretary, Enclave at Canyon Lake Community Association, Inc., on the date of execution set forth above.



*Judy Lynn Swientek*  
Notary Public, State of Texas

Filed and Recorded  
Official Public Records  
Joy Streater, County Clerk  
Comal County, Texas  
11/17/2011 09:39:10 AM  
CASH TWO  
201106039608

**AFTER RECORDING RETURN TO:**  
Enclave at Canyon Lake Community Association, Inc.  
1600 NE Loop 410, Suite 202  
San Antonio, Texas 78209

 *Joy Streater*

2/2

**RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE ENCLAVE AT CANYON LAKE COMMUNITY ASSOCIATION, INC.  
REGARDING RECORDS RETENTION POLICY**



201106039609 11/17/2011 09:39:11 AM 1/2

STATE OF TEXAS §  
  §  
COUNTY OF COMAL §

KNOW ALL MEN BY THESE PRESENTS:

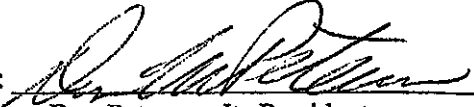
Pursuant to Section 209.005(m), Texas Property Code, ABC Homeowners Association, Inc., acting through its Board of Directors, has adopted the following records retention policy, to-wit:

- (1) the certificate of formation (formerly known as the articles of incorporation), bylaws, restrictive covenants, and all amendments to the certificate of formation, bylaws, and covenants shall be retained permanently;
  - (2) financial books and records shall be retained for seven years;
  - (3) account records of current owners shall be retained for five years;
  - (4) contracts with a term of one year or more shall be retained for four years after the expiration of the contract term;
  - (5) minutes of meetings of the owners and the board shall be retained for seven years;
- and
- (6) tax records and audit records shall be retained for seven years.

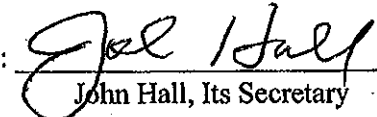
By their signatures below, the President and Secretary of the Association certify that the foregoing was approved by the Board of Directors of the Association at a duly-called meeting of the Board of Directors at which a quorum of Directors was present, or by signed, unanimous written consent in lieu of a meeting.

Thus executed this 19<sup>th</sup> day of August, 2011.

ENCLAVE AT CANYON LAKE COMMUNITY ASSOCIATION, INC.

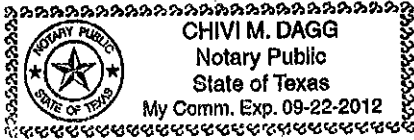
By:   
Don Peterson, Its President


ATTEST:

By:   
John Hall, Its Secretary

STATE OF TEXAS §  
§  
COUNTY OF COMAL §

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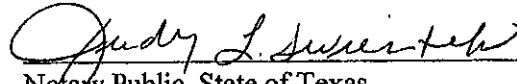


  
Notary Public, State of Texas

STATE OF TEXAS §  
§  
COUNTY OF COMAL §

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Notary Public, State of Texas

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Enclave at Canyon Lake Community Association, Inc.  
1600 NE Loop 410, Suite 202  
San Antonio, Texas 78209

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Joy Streater, County Clerk  
Comal County, Texas  
11/17/2011 09:39:11 AM  
CASHTWO  
201106039609