Woodcreek Property Owners Association Board of Directors Meeting

September 12, 2013 7:00PM WPOA Office 15401 RR12, Suite 109

AGENDA

Call to Order

Pledge of Allegiance to the Flag

Announcements

General Public Comments - Please submit a speaker request form to the Secretary prior to Call of Order. Public Comment is limited to 3 minutes.

ACTION ITEMS

- 1. Discussion and possible action to approve the July 11, 2013 minutes MERIAN
- 2. Discussion and possible action to abolish the Website Committee and appoint Diane Purcell to redesign the website **SUMTER**
- 3. Discussion and possible action to abolish the Land Sales of WPOA Properties Policy Committee **SUMTER**
- 4. Discussion and possible action to approve the proposed amended bylaw and schedule an election for October **SUMTER**
- 5. Discussion and possible action to approve Road Rebuilding Repair projects on Tanglewood at Dalewood, Redwood and Ranch View Trail **PURCELL**
- 6. Discussion and possible action to set calendar for committee budgets to be submitted to the Treasurer and board no later than the October Board Meeting **JONES**
- 7. Discussion and possible action to change the Board Meeting times to after the Financial Reports are complete **JONES**
- 8. Discussion and possible action to approve the Parks Committee request for the

- October 1st National Night Out budget of \$250.00 SUMTER
- 9. Discussion and possible action to approve Parks Committee request for a Fall Chip and Shredding Program for residents **SUMTER**
- 10. Appointment of Nominations Committee, Diane Purcell as Chair, Lisa Czarnecki and Judy Fountain **SUMTER**

COMMITTEE REPORTS

Treasurer Report/Internal Audit Committee Report - JONES

Parks Committee Report - CROOK

Bylaws Committee Report - SUMTER

Road Committee Report - PURCELL

ACC Committee Report - **DAVIS**

Subcontractor RFP for Maintenance Duties Committee Report - CROOK

Website Review Committee Report – **CROOK**

Executive Session

The Board may announce it will go into Executive Session, if necessary, to discuss matters of land acquisition, sale of land, litigation, personnel matters and consultation with Legal Counsel as specifically listed on this agenda.

ADJOURNMENT

ITEM #1

WOODCREEK PROPERTY OWNERS ASSOCIATION BOARD of DIRECTORS MEETING July 11, 2013 Minutes

The meeting was called to order at 7pm. President Liz Sumter determined that a quorum of directors was present.

Directors present were; Liz Sumter, Merry Merian, Emory Jones, Diane Purcell, Dottie Sweeton, Chris Scudder and Charles Crook. Absent were directors Sally Caldwell and Cullen Davis.

The Pledge of Allegiance to the United States was recited.

There were no announcements or general public comments.

Action items:

- #1 Approval of the WPOA Board of Directors meeting minutes for June 13, 2013 was moved by Merry Merian and seconded by Emory Jones. There being no discussion the motion passed unanimously.
- #2 Discussion was held concerning board approval to move Emory Jones from interim Treasurer to Treasurer and add Emory Jones to the WPOA bank accounts and remove Chris Scudder from the bank accounts. Liz Sumter moved that Emory Jones be appointed Treasurer and added to the WPOA bank accounts to allow him to sign checks. Chris Scudder will be removed from the WPOA banking documents. Diane Purcell seconded the motion. The motion passed 5 votes for and 2 votes against. Charles Crook and Dottie Sweeton opposed.
- #3 Archie Montemayer III gave the report on the independent financial audit. He stated that his firm works for the board not any individual members. The full audit report is amended to the minutes for member review.
- #4 The road committee recommended that the following roads be submitted to Hays County for maintenance: Eagle Rock East El Camino Real, Presidio Drive from Woodcreek Drive to Cypress Creek and a short unnamed section of road from LaToya to Cypress Creek. The roads recommended for maintenance in Woodcreek North in section 8 are Persimmon, Acacia and Mesquite. Liz Sumter moved that the board approve the roads recommended by the road committee to be submitted to Hays County for maintenance. Emory Jones seconded the motion. The motion passed with one abstention. Dottie Sweeton abstained.

#5 Discussion was held concerning the repair of potholes in Woodcreek North and Eagle Rock. Liz Sumter moved the board approve repair of the potholes with the cost not to exceed \$5800.00. Dottie Sweeton seconded the motion. The motion passed unanimously. #6 Discussion was held on the addition of Kaye Collins and Kerry Jones to the Parks Committee also Ray Garrison and Sharon Reese to the Roads committee. The abolition of WPOA Lot Sale Policy committee was discussed and it was decided that it was no longer needed and should be disbanded. The board took no action.

#7 Discussion was held on the request of Donna Hathaway for the board to waive the Resale Certificate and Transfer Fees. Donna presented her request to the board. After discussion Chris Scudder moved to waive the Resale and Transfer fees. Charles Crook seconded the motion. The motion passed unanimously.

#8 Liz Sumter presented the outcome of the WPOA Hays County Tax Valuation Protest. The paperwork has been signed by Liz. The county has reduced the tax valuation on lots owned by the WPOA by a 30% across the board reduction. Those lots designated as parks were reduced by 90%.

Committee Reports:

Treasurer Report/Internal Audit Committee Report

Emory Jones reported that the Internal Audit committee met twice in June and have caught up with the back audits from 12/2012. They reported no problems identified. The next meeting will be held on September 12.

Emory Jones gave the Treasurer's report. The WPOA total revenues are down from last year. Expenses are less than 2012. The written report is amended to the minutes.

Parks Committee Report & Subcontractor RFP Committee report

Liz Sumter gave the parks committee report due to the absence of Charles Crook at the park committee meeting. The committee discussed resuming the Yard of the Month award. Charles requested a map of the roads and sections be provided to the board. Participation in National Nite Out was discussed.

Charles stated that Janelle will be typing the revised RFP for maintenance duties contract to be submitted later.

Bylaws Committee

Liz reported that he committee met but did not have a quorum present. The committee will meet again in August.

Roads Committee

The road committee report was covered in the action item.

ACC Committee

The ACC written committee report is amended to the minutes.

Website Review Committee

No report at this time. The committee will meet next week.

The meeting was recessed at 8:44pm so that the board could go into executive session to discuss updates on current and pending litigation.

The board came out of executive session at 9:17pm.

There being no further action the meeting was adjourned at 9:18pm.

An audio/video recording of this meeting is available at the WPOA office for review.

Respectfully submitted Merry Merian, secretary

ITEM #4

Amended and Restated Bylaws of Woodcreek Property Owners Association of Hays County, Inc.

These bylaws govern the affairs of Woodcreek Property Owners Association of Hays County, Inc., a nonprofit corporation, (also referred to as WPOA, the Association, or the Corporation). These bylaws completely supersede and replace all previous versions of the Corporation's bylaws. These bylaws do not supersede or replace or modify deed restrictions applicable to any property sections.

ARTICLE 1 - GENERAL

- 1.01. Principal Office. The Corporation's principal office may be located at any location in the Wimberley, Texas area. The Corporation shall maintain as the mailing address: P.O. Box 1026, Wimberley, TX 78676.
- 1.02. Registered Office and Registered Agent. The Corporation will maintain a registered agent in Texas. The registered office can, but need not, be identical with the Corporation's principal office. The WPOA Board of Directors (Board or Board of Directors) can change the registered office and the registered agent as permitted in the Texas Non-Profit Corporation Act.
- 1.03. Property Affected by These Bylaws:

The Subdivision is made up of property in different sections, villages, blocks, and specific lots in Section 25 all of which are part of what is generally referred to as Woodcreek, Woodcreek North, Woodcreek Phase II, and EagleRock in Hays County, Texas. The Subdivision (referred to herein as the "Subject Area") s served by the WPOA, subject to these bylaws, and more particularly described as:

- a. Woodcreek Section 1, Woodcreek Village Section 1 also known as The Marina, Woodcreek Village 1A also known as The Country Cabins, Woodcreek Sections 8, 9A, 9A Extension, 9B, 9B Replat, 10, 11, (Woodcreek) Village 11 also known as Logan's Run or Γ he Meadows, Woodcreek Sections 15, 18, 20, 21, 22, and Lots 223-242 in Section 25, The Health Spa Lots, Eagle Rock Heights 1 and 2, Block 52 in Oakcrest, Eagle Rock Ranchitos 1, 2, and 3, Cypress Fairway Village also known as Village 9, Fallbrook also known as The Brook at Woodcreek, and Woodcreek Campground formally known as The Resort Park at Woodcreek.
- 1.04. Definitions. When used in these bylaws the following terms have the meaning set forth in this paragraph:
 - a. "Maintenance Fees" means the annual maintenance fees required by the restrictive covenants as may be amended from time to time and also includes, but is not limited to permit fees, property transfer ees, resale certificate fees, lien filing, legal, court, and related fees incurred by the Association in collecting such maintenance, transfer, and resale fees.
 - b. Subject Area means the property served by the WPOA and set out in paragraph 1.03 above unless such sections have been removed from the Subject Area in compliance with the deed restrictions and these bylaws. Maintenance fees are used for, among other things, the construction and maintenance of roadways, rent, insurance, office supplies, staff, common areas, audits, administrative costs, maintenance of right of way and enforcement of restrictions within the Subject Area that benefit all members. Any deed restriction amendment for a section, or ortion of a section, that eliminates, removes, or reduces the Maintenance Fees to be paid to the Association, must obtain prior approval of a majority of the members of the Association.

ARTICLE 2 - MEMBERS

- 2.01. Eligibility. Every person or ntity who is a record owner of a fee simple title to any lot in the Subject Area as described in Article 1.03.
- 2.02. Voting Rights. Each member s entitled to one vote on each matter; ubmitted to a vote of the membership. Provided, that in case of joint ownership of any lot or tract by members, only one vote on any issue will be permitted, as determined by the joint owner members of such lot or tract. Further, provided no member v ill be entitled to more than one vote, even if the member owns multiple lots or tracts on matters submitted to the membership.
- 2.03. Transferring Membership. Membership in he Corporation s not transferable or assignable except in connection with the transfer of the lot to which the membership is attributable.

ARTICLE 3 - MEETINGS OF MEMBERS

- 3.01. Scheduled and Annual Meetings. Membership meetings will be held a minimum of twice a year. The board at its discretion may call additional membership meetings as needed. Annual meetings will be held in January and one other time designated by the Board each year, the exact time and place of which will be determined by the Board. The annual meeting may coincide with a scheduled Board meeting. Proposed budget presentation will be at a regularly scheduled Board meeting in November with a minimum of a two week comment period and one additional board meeting for comment before the Board passes the following years budget
- 3.02. Special Meetings. Special meetings of the members can be called by the president or by any three members of the Board or not less than seventy members by signed petition.
- 3.03. Place of Meeting. The board can designate any place in the Wimberley area as the place of meeting for any scheduled or annual meeting or for any special meeting called by the Board.
- 3.04. Notice of Meetings. No meeting will be called without a six day notice. The notice will state the place, day, and time of the meeting, who called it, and the general purpose or purposes for which it is called. Notice of the meeting will be by mail or egistered email address and posted within the jurisdiction as close to the entrances of the Association as possible and at the WPOA Office. Additional notice may be posted on the website or in a newspaper.
- 3.05. Eligibility to Vote at Member's Meetings. A member is entitled to vote at a meeting of the members of the Corporation.
- 3.06. Quorum. Twenty five members present in person or by proxy will constitute a quorum at a meeting of members. The members present at a duly called or held meeting at which a quorum is present can continue to transact business, even if enough members leave so that less than a quorum remains. However, no action can be approved without the vote of at least a majority of the number of members required for a quorum. If a quorum is not present at any time during a meeting, a majority of the members who are present can adjourn and reconvene the meeting once without further notice.

- 3.07. Actions of Membership. The Membership will try to act by consensus. However, if a consensus is not available on a matter or proposal, the vote of a majority of voting members present in person, or by proxy and entitled to vote at a meeting at which a quorum is present, is enough to constitute the act of the membership except when law or he bylaws require a greater number. Voting will be by ballot or show of hands. If an election is not necessary then the affirmation of those present at the annual Membership Meeting where there is a quorum present will be conducted.
- 3.08. Proxies. A member entitled to vote at a meeting of members of the Corporation can vote by proxy, unless otherwise physically present, and will be considered to be present by proxy. Additionally an absentee or electronic ballot may be counted as an owner present for he purpose of a quorum. All proxies must be in writing, specify the date of the meeting to be used, specify the action to be voted on and bear the signature of the member giving the proxy, must specify the date on which they are executed, and must be filed with the secretary 24 hours prior to the commencement of the meeting where it will be used. No proxy is valid after 45 days from the date of its execution. All proxies will be revocable by the person who granted it either orally, or in writing prior to the time it has been voted. No vote will be invalidated by revocation of the proxy after a vote by the proxy has been cast.
- 3.09. Voting. Voting shall be by mail, electronic ballot, absentee ballot, in person or y proxy on any matter that the members can vote on. In all cases regarding voting, the Board will establish voting procedures and their decision on all such matters will be final.

ARTICLE 4 - BOARD OF DIRECTORS

- 4.01. Management of Corporation. The business and affairs of the Corporation will be controlled and managed by the Board of Directors to: he extent authorized by law, the governing documents and y the Articles of Incorporation and these bylaws.
- 4.02. Number, Qualifications, and Tenure. The number of directors will be fixed as the Board may designate. However, the number of directors will not be less than five and no more than nine. Directors must be members of the Corporation. Each director will serve for a term of two years. The Directors' terms will be staggered so that the terms of two to five Directors will terminate each year.
- 4.03. Nominations. The President will appoint a nominating committee at the September Board meeting. The nominating committee will consist of three members, two of which will be from the membership at large who are not Board members, and the Chairman of which will be a Board member. The nominating committee will be responsible for nominating candidates from the membership to fill the expiring Board terms and for 1 ny vacancy created during the previous year. The nominating committee will prepare a slate of nominees in time for the November General Membership n eeting at which ime additional candidates from the membership can be nominated from the floor with the written consent of the nominees. The nominating committee, in its search for well qualified candidates, will consider heir personal availability, qualifications, and interest in community service. It will also give due consideration to representation of the various geographic areas of Woodcreek and EagleRock.
- 4.04. Elections. Notice of the names of nominees will appear on an original numbered verifiable ballot in the membership mail-out or registered email which will be mailed or emailed to all members by November . A candidate can submit a brief biographical statement that will be printed in the newsletter. The newsletter will include a list of all the candidates and will identify which candidates were nominated from the floor and which by the nominating committee. Members will be given until December 15th to return their riginal numbered ballots. Qualified tellers (not candidates or relatives of the candidates within the third degree of consanguinity or affinity), appointed by the President, and who will not be members of the Board, will open the sealed ballots, tally the votes and announce the names of the elected Directors to serve for the ensuing term at a time and date no later than 20 days after the voting has ended. The location, time and date for counting and announcement of election results will

be posted in accordance with the Open Meetings requirements. The nominees receiving the greatest number of votes will be elected. If a tie occurs for the last place only, the nominees who are tied will cast lots to determine who is elected. If there are no other to ominations the slate of candidates nominated by the nominating committee will be affirmed by a show of hands and a simple majority vote at the membership meeting where a quorum is present.

- 4.05. Vacancies. A Director appointed to fill a vacancy will serve until the next board election. Vacancies will be filled by the majority of the remaining members of the board even if the board membership falls below a quorum.
- 4.06. Annual Meeting. The annual meeting of the board and of the membership will be held at a time and place in the Wimberley area to be determined by the Board.
- 4.07. Regular Meetings. The Board shall give notice of the date, hour, place and general subject of a meeting including executive session by posting the notice at least 72 hours before the start of the meeting within the corporations' common property in a conspicuous location and on the website maintained by the Corporation.
- 4.08. Special Meetings. Special Board meetings can be called by the President and shall be called by the President, at the request of any two or 1/3 of the Directors whichever is greater. A person or ersons authorized to call special meetings of the Board can fix any place in the Wimberley area as the place for holding a special meeting. The person or ersons calling a special meeting will inform the secretary of the Corporation of the information to be included in the notice of the meeting. The secretary of the Corporation will give notice to the Directors as these bylaws require.
- 4.09. Notice. Written or printed notice of any special meeting of the Board will be delivered by email to each Director not less than four, nor more than fourteen days before the date of the meeting. The notice will state the place, day, and time of the meeting, who called it, and the purpose or purposes for which it is called.
- 4.10. Emergency Meetings. Emergency meetings of the Board can be held upon two hours notice which notice can be by telephone or email as defined by the Open Meetings Act.
- 4.11. Quorum. A majority of the number of Directors seated in office constitutes a quorum for transacting business at any Board meeting. The Directors present at a duly called or held meeting at which a quorum is present can continue to transact business even if enough Directors leave the meeting so that less than a quorum remains. However, no action can be approved without the vote of at least a majority of the number of Directors required for a quorum. If a quorum is never present at any time during a meeting, a majority of the Directors present can reconvene the meeting within twenty-four hours once without further notice.
- 4.12. Duties. Directors will discharge their duties, including any duties as committee members, in good faith, with ordinary care, and in a manner hey reasonably believe to be in the Corporation's best interest. In this context, the term "ordinary care" means the care that ordinarily prudent persons in similar positions would exercise under similar circumstances. In discharging any duty imposed or power: onferred on Directors, Directors can, in good faith rely on information, opinions, reports, or statements including financial statements and other financial data, concerning the Corporation or another person, that has been prepared or presented by a variety of persons, including officers and employees of the Corporation, professional advisors or experts such as accountants or legal counsel. A Director is not relying in good faith if he or she has knowledge relating to a matter in question that renders reliance unwarranted; however Directors will not be deemed to have the duties of trustees of a trust. Directors will exercise their duties professionally and maintain: he confidentiality of confidential information provided to them.
- 4.13. Delegating Duties. Directors can; elect advisors and delegate duties and responsibilities to them. The Directors have no liability for actions taken or omitted by the advisor if the Board acts in good faith and with ordinary care in selecting the advisor. The Board can remove or replace the advisor; t any time and without any cause whatsoever. The Board cannot delegate any powers it does not have, nor can it delegate its power to enter

into contracts or binding obligations without prior approval of the Board.

- 4.14. Actions of Board of Directors. The Board will try to act by consensus. However, if a consensus is not available, the vote of a majority of Directors present and voting at a meeting at which a quorum is present is enough to constitute the act of the Board.
- 4.15. Proxies. A Director cannot vote by proxy at a Board meeting.
- 4.16. Compensation. Directors cannot receive salaries for their services. However, the Board of Directors may employ a Board member for management or maintenance services outside the realm of their 3 oard duties. The Board can adopt a resolution providing for reimbursing expenses incurred in service to the Corporation.
- 4.17. Removal. The removal of a board member will be in accordance with the Texas Property Code.

ARTICLE 5 - OFFICERS

- 5.01. Officer Positions. The Corporation's Officers will be a President, a Secretary, a Vice President, and a Treasurer, who must be members of the Board. The same person can hold any two or n ore offices, except for President and Secretary.
- 5.02. Election and Term of Office. The Corporation's officers will be elected by by the Board at a Regularly Scheduled Board Meeting. Officers will serve one year erms. Each Officer will hold office until a successor is duly selected and qualifies. An Officer: an be re-appointed to the same office without limitation, except that no person will serve as President for more than two consecutive one-year terms.
- 5.03. Removal. Any Officer elected or appointed by the Board can be removed by the Board with or without good cause.
- 5.04. Vacancies. The Board can elect a board member o fill a vacancy in any office for the unexpired portion of the officer's term.
- 5.05. President. The president is the Corporation's chief executive officer. He or she will supervise all of the Corporation's business and affairs and will preside at all meetings of the members and of the Board. The president can execute any deeds, mortgages, bonds, contracts, or other instruments that are authorized as provided in these bylaws. However, the President cannot execute instruments on the Corporation's behalf if this power is expressly delegated to another officer or agent of the Corporation by the Board, these bylaws or; tatute. Only if deemed necessary by the Board shall the President of the Board give a bond for faithfully discharging his or her duties in a sum and with a surety as determined by the Board. In the event of a declared disaster either by the city, county or; tate for a rea that is inclusive of the properties within the association. The president, if at all possible, will call an emergency meeting. If an emergency meeting is not possible then the president will make whatever decisions necessary to comply with the disaster order or to protect the property and residence of the affected area.
- 5.06. Vice President. When the President is absent, cannot act, or efuses to act, the Vice President will perform the President's duties. When acting in the President's place, the Vice President has all the powers of, and is subject to all the restrictions on the President. If the Board requires it, the Vice President will give a bond for faithfully discharging his or her duties in a sum and with a surety as determined by the Board.
- 5.07. Treasurer. The Treasurer will monitor the Corporation financial books and records. The treasurer shall prepare or monitor the preparation of and review of the financial reports to be presented at each regularly scheduled Board or M embership Meeting. Perform other I uties as assigned by the President of the Board and if the Board requires give a bond for faithfully discharging his or her duties in a sum and with a surety as determined by the Board.

5.08. Secretary. The Secretary will assure that all notices are given as required in these bylaws. Take minutes of the meetings of Members and the Board and keep the minutes as part of the corporate records and present these minutes for approval to the Board and the Membership on a timely basis. Perform duties as assigned by the President or he Board. Perform all duties incident to the office of Secretary and if the Board requires give a bond for faithfully discharging his or duties in a sum and with a surety as determined by the Board.

ARTICLE 6 - COMMITTEES

6.01. Establishing Committees. The Board can adopt a resolution establishing one or more committees, having not less than three members, delegating specified authority to a committee, and appointing or removing members of the committee. A committee can include persons who are not directors or members. The Board can also delegate to the president its power to a ppoint and emove members of a committee that has not been delegated any management authority of the Board. The Board can establish qualifications for membership on a committee. Establishing a committee or I elegating authority to it will not relieve the Board, or any individual director, of any responsibility imposed by these bylaws or otherwise imposed by law. No committee has the authority of the Board to:

Amend the articles of incorporation.

Adopt a plan or merger or consolidation with another corporation.

Authorize the sale, lease, exchange, or mortgage of the Corporation's property and assets.

Authorize voluntary dissolution; revoke proceeding for voluntary dissolution; adopt a plan for l istributing assets of the Corporation.

Amend, alter, or repeal these bylaws.

Elect, appoint or remove a member of a committee or a director of officer of the Corporation.

Approve any transaction to which the Corporation is a party and that involves a potential conflict of interest.

Take any action outside the scope of authority delegated to it by the Board.

Obligate the Corporation through contract, binding agreement, or otherwise, or incur) there expenses for the Corporation without prior approval of the Board at a regular or special Board.

Take any action that the Board itself does not have the power to take.

- 6.02. Quorum. A majority of the number) f committee members constitutes a quorum for ransacting business at any meeting of the committee.
- 6.03 Proxies. A committee member cannot vote by proxy at a committee meeting.

ARTICLE 7 - ARCHITECTURAL CONTROL COMMITTEE

- 7.01. ACC Committee Responsibilities. The Committee will be responsible for enforcement of deed restrictions and approval of Architectural Plans. If variances are requested the ACC committee will make a recommendation to the Board of Directors of the WPOA. Only the Board of Directors of the WPOA can grant variances. The ACC Committee can adopt a resolution establishing one or more sub-committees, having not less than three members, delegating specified authority to a sub-committee, and appointing or removing members of the sub-committee. A sub-committee can include persons who are not elected members of the ACC Committee.
- 7.02. ACC Committee Members will be elected to a two year term. There will be one member elected from each Section within the WPOA. The first election will be as follows:
 - a. The first election will be held within sixty days after these bylaws are passed by the membership.

- b. Nominations will be taken by the President of the WPOA within the first thirty days after these bylaws are passed.
- c. The election will be held for a minimum of two weeks for members to respond to the mailed or registered email ballot. Ballots will only be distributed with candidate(s) names to the appropriate sections. For a xample, Section 20 will vote only on members from Section 20 who are on the ballot. The candidate with the highest vote count from each section will be the winner.
- d. Lots will be drawn to set staggered terms. Half of the members will initially serve only one year the other half the two year term.
- e. The ACC Committee will elect a Chairperson immediately after seated.
- 7.03. Nominations. The Chairperson of the ACC Committee will appoint a nominating committee at the September meeting. The nominating committee will consist of three members, two of which will be from the membership at large who are not ACC members, and the Chairman of which will be an ACC member. The nominating committee will be responsible for 1 ominating candidates from the membership to fill the expiring ACC member terms and for any vacancy created during the previous year. The nominating committee will prepare a slate of nominees in time for the November 3 eneral Membership meeting at which time additional candidates from the membership can be nominated from the floor with the written consent of the nominees. The nominating committee, in its search for well qualified candidates, will consider their personal availability, qualifications, and interest in community service
- 7.04. Elections. Notice of the names of nominees will appear on a ballot in the membership mail-out or registered email which will be mailed or mailed to all members by November. A candidate can submit a brief biographical statement that will be printed in the newsletter. The newsletter will include a list of all the candidates and will identify which candidates were nominated from the floor ind which by the nominating committee. Members will be given until December 15th to return their ballots. Qualified tellers (not candidates or relatives of the candidates within the third degree of consanguinity or iffinity), appointed by the Chairman, and who will not be members of the Committee, will open the sealed ballots, tally the votes and announce the names of the elected Members to serve for the ensuing term at a time and date no later than twenty days after the voting has ended. The location, time and date for counting and announcement of election results will be posted in accordance with the Open Meetings requirements.. The nominee receiving the greatest number of votes will be elected. If a tie occurs, the nominees who are tied will cast lots to determine who is elected. If there are no other nominations the slate of candidates nominated by the nominating committee will be affirmed by a show of hands and a simple majority vote at the membership meeting where a quorum is present.
- 7.05. Vacancies. A Member i ppointed to fill a vacancy will serve until the next ACC election. Vacancies will be filled by the majority of the remaining members of the ACC Committee even if the ACC membership falls below a quorum.
- 7.06. Election and Term of Chairperson. The Chairperson will be elected by the ACC members at a Regularly Scheduled A CC Meeting. Chairperson will serve one year term. The Chairperson will hold office until a successor is duly selected and qualified. The Chairperson can be re-appointed for no more than two consecutive one-year terms.
- 7.07. Chairperson Responsibilities. Chairperson is responsible for submitting a budget for approval to the Board of Directors of the WPOA, conducting committee meetings, following the Open M eetings Act, and Calling a committee meeting at least once a quarter.
- 7.08. Quorum. The number of members of the committee needing to be present for a quorum of the committee will be determined annually during the January meeting.
- 7.09. Building Permit Fees. The ACC Committee will set the amount of building permit fees for new home

construction and for ermit fees for other improvements that require a building permit at their January committee meeting.

- 7.10. Deed Restriction Violations. The ACC Committee may levy fines on property owners who fail to comply with the Declarations of Covenants, Conditions, and Restrictions, as amended if applicable, in the Subject Area. The amount of any such fine will be set by the ACC Committee and can be changed from time to time by committee action. A fine may not be the first method of seeking compliance from the offending party, but is contemplated as a means of enforcing the provisions of the Declarations of Covenants, Conditions, and Restrictions, as amended if applicable, in the Subject Area on those who are repeat or egregious offenders or when legal action is required for compliance.
- 7.11. Special Fund. Any fees or fines collected by the ACC Committee will be deposited into a separate Special Fund Account and not be deposited into the WPOA Boards General Fund Account.

ARTICLE 8 - FEES AND OTHER CHARGES

8.01. Personal Obligation:

Each owner, by accepting a deed or entering into a recorded contract for sale or contract for 1 eed for 1 ny lot assessed a Maintenance Fee and/or other assessment in the Subject Area is deemed to covenant and agree to pay all assessments authorized herein or in the Declarations of Covenants, Conditions, and Restrictions, as amended if applicable, in the Subject Area. All fees and assessments, together with any and all late fees and/or accumulated interest, plus costs of collection and reasonable attorneys fees, will be the personal obligation of each owner and a lien will be filed upon each lot until paid in full, Upon a transfer of title to a lot, the grantee will be jointly and severally liable for a properly filed lien for maintenance fees due at the time of conveyance.

Failure of the Board to fix fees or a ssessment amounts or o deliveror n ail to each owner an assessment notice will NOT be deemed a waiver, modification, or a release of any owner from the obligation ob ay fees, assessments, and all other charges. In such event, each owner will continue to pay all fees and assessments on the same basis as during the year for which an assessment was made, if any, until a new assessment is levied, at which time the WPOA can retroactively assess any shortfalls in collections.

No owner: an exempt him, her, or tself from liability for fees and/or assessments by abandonment of his, hers, or its lot, or by any other means. The obligation to pay fees and/or assessments is a separate and independent covenant on the part of each owner. No diminution or abatement of fees and/or assessments or; et-off will be claimed or allowed for any alleged failure of the WPOA or 3 oard to take some action or perform some function required of it, or for inconvenience or discomfort arising from the making of repairs or improvements, or rom other action it takes.

Upon written request, the WPOA will furnish to any owner liable for any type of fee or assessment a certificate in writing issued by the WPOA setting forth whether such fee or assessment has been paid. Such certificate will be conclusive evidence of payment. The WPOA can require the advance payment of a reasonable processing fee for the issuance of such certificate.

ARTICLE 9 - TRANSACTIONS OF CORPORATION

- 9.01. Deposits. All the Corporation's funds will be deposited to the credit of the Corporation in banks, trust companies, or other depositories that the Board selects.
- 9.02. Gifts. The Board can accept, on the Corporation's behalf, any contribution, gift, bequest, or devise for the general purposes or for any special purpose of the Corporation.
- 9.03. Potential Conflicts of Interest. The Corporation cannot make any loan to a Director or Officer of the Corporation. The Corporation cannot borrow money from, or otherwise transact business with a member, director, officer, or committee member of the Corporation unless the transaction is described fully in a legally binding

instrument and is in the Corporation's best interests.

ARTICLE 10 - BOOKS AND RECORDS

10.01. Required Books and Records. The Corporation will keep correct and complete books and records of account. The books and records include:

A file-endorsed copy of all documents filed with the Texas Secretary of State relating to the Corporation, including but not limited to the articles of incorporation, and any articles of amendment, restated articles, articles of merger, articles of consolidation, and statement of change of register office or registered agent.

A copy of the bylaws, including these bylaws, and any amended versions or amendments to them.

Minutes of the proceedings of the members, Board, and committees having any of the authority of the Board.

A list of the names and addresses of the members, directors, officers, and any committee members of the Corporation.

A financial statement showing the Corporation's assets, liabilities, and net worth at the end of the three most recent fiscal years.

A financial statement showing the Corporation's income and expenses for the three most recent fiscal years.

All rulings, letters, and other documents relating to the Corporation's federal, state and local tax status.

The Corporation's federal, state, and local tax information or income-tax returns for each) f the Corporation's three most recent tax years.

All records regarding legal or regulatory matters in which the Corporation is interested or is a party.

10.02. Inspection and Copying of Records.

- a. Inspection and copying of records will be in accordance with the Texas Property Code.
- b. A written request must be submitted to the WPOA office by a Member o examine and/or eceive a copy of any record of the WPOA. Such written request must state the name, address, and phone number of the requester; and the particular record to be examined and/or copied.
- c. The requester; hall be notified of a date and time during which she/he may examine said records at the WPOA office. No records shall be removed from the WPOA office.
- d. Such examination will take place only during regular business hours and in the presence of a Director or the office manager of the WPOA office when she/he is not otherwise occupied by WPOA business or meetings. If the requester requires more than one hour of time in which to examine said records, additional appointments will be scheduled. In no event shall any single appointment to examine records go on longer than one hour.
- e. Copies of records will be charged in accordance with the Texas Property Code.
- f. Notwithstanding the foregoing, no documents protected from disclosure by any applicable privilege or by legitimate confidentiality or rivacy concerns will be provided or made available for inspection, receiving, dissemination, or reading. Further, in the event of pending litigation or ngoing negotiations or ther ike matters of a sensitive nature where the WPOA could be prejudiced by publication of private information, the Board will have a right to prohibit the inspection, receiving, dissemination, or reading of the records in question until all such matters are finally concluded. The WPOA reserves the right to equire a confidentiality agreement be signed before the inspection, receiving, dissemination, or reading of records of

property owners.

ARTICLE 11 - FISCAL YEAR

11.01. The Corporation's fiscal year will end on the last day in December each year.

ARTICLE 12 - INDEMNIFICATION

12.01. The Corporation will indemnify its directors, officers, employees, members, committee members, and agents to the fullest extent permissible under he Texas Non-Profit Corporation Act and any other to pplicable law of the State of Texas as it is now enacted or may be hereafter amended.

ARTICLE 13 - NOTICES

13.01. Notice by Mail or Email. Except as otherwise provided herein or equired by law, any notice required or permitted by these bylaws to be given to a director, officer, or n ember of a committee of the Corporation can be given by mail, email, or posting on the WPOA website. If mailed, a notice is deemed delivered when deposited in the mail addressed to the person at his or her address as it appears on the corporate records with postage prepaid. If given by email, a notice is deemed delivered unless there is a notice of delivery failure. A person must change his or her address and/or email address in the corporate records by giving written notice of the change.

ARTICLE 14 - AMENDING BYLAWS

14.01. The Members can amend, alter, or repeal these bylaws, and adopt new bylaws. Such adoption will be approved by a simple majority vote of the Members who return their ballot within the time indicated on the ballot. A ballot postmarked by the deadline will be counted in the vote. Voting will remain open for at least thirty days from the date the first ballot was mailed out.

This vote will be by written or registered email ballot only.

ARTICLE 15 - MISCELLANEOUS PROVISIONS

- 15.01. Legal Authorities Governing Construction of Bylaws. These bylaws will be construed under Texas law. All references to these bylaws, to statutes, regulation, or their sources of legal authority will refer to the authorities cited, or their successors, as they can be amended from time to time.
- 15.02. Legal Construction. To the greatest extent possible, these bylaws will be construed to conform to all legal requirements for obtaining and maintaining all tax exemptions that can be available to nonprofit corporations. If any bylaw provision is held invalid, illegal, or 1 nenforceable in any respect, the invalidity, illegality, or unenforceability will not affect any other 3 rovision, and the bylaws will be construed as if they had not included the invalid, illegal, or unenforceable provision.
- 15.03. Headings. The headings used in the bylaws are for convenience and cannot be considered in construing the bylaws.
- 15.04. Number. All singular words include the plural, and all plural words include the singular.
- 15.05. Seal. The Board of Directors can but is not required to provide for a corporate seal. Such a seal would consist of two concentric circles containing the words "Woodcreek Property Owners Association of Hays County" and "Texas", in one circle and the word "Incorporated" together with the date of incorporation in the other circle.
- 15.06. Power) f Attorney. A person can execute any instrument related to the Corporation by means of a power of attorney if any original executed copy of the power) f attorney is provided to the secretary to be kept with the

corporate records.

15.07. Parliamentary Procedure. Robert's Rules of Order, Revised Edition, will govern this Association except as provided in these bylaws, and except in matters pertaining to proxy voting. Nothing contained in Robert's Rules that attempts to proscribe or limit proxy voting will have any force or effect on the affairs of the Corporation.

Parties Bound. The bylaws will bind and inure to the benefit of the members, directors, officers, committee members, employees, and agents of the Corporation and their respective heirs, executors, administrators, legal representatives, successors, and assigns except as the bylaws otherwise provide.

End

8/13/2013 DRAFT

ITEM #5

To: Woodcreek P.O.A. Harris Road Co., Inc. From: P.O. Box 1026 P.O. Box 1001 Wimberley, Texas 78676 Wimberley, TX 78676 August 14, 2013 2013 Road Improvements Date: Location: Item Estimated Unit No. Quantity Unit Item Description Price Amount (\$/Unit) (\$) REBUILD 1 Tanglewood (150', 18' Pavement Width, 2' Shoulders, Radius at Intersection) 397 SY Scarify Regrade Subgrade \$4.00 \$1,588.00 397 SY Install 6" Crushed Limestone Base \$9.50 \$3,771.50 330 Double Surface Treatment \$8.75 \$2,887,50 Subtotal \$8,247.00 2 Redwood (160', 16' Pavement, 2' Shoulders. Intersection Radius) 405 SY Scarify Regrade Subgrade \$4.00 \$1,620.00 405 SY Install 6" Crushed Limestone Base \$9.50 \$3,847.50 Double Surface Treatment 315 SY \$8.75 \$2,756.25 EΑ Side Road Tie-Ins \$300.00 \$300.00 Subtotal \$8,523.75 3 Ranch View Trail Unit Rate Work Grade Road (1 Day Big Blade)— Appreximately
Blade Road (1 Day Small Blade)
Install Crushed Limestone Base per Ton 10 HR \$115.00 \$1,150.00 10 \$85.00 \$850.00 200 TN \$21.00 \$4,200,00 Process, Water, Roll & Grade APPROVED HARRIS ROAD CO. WPOA

V. -

Woodcreek Property Owners' Association	10:23 PM
Balance Sheet	08/28/2013
As of July 31, 2013	Cash Basis
	Jul 31, 13
ASSETS	
Current Assets	
Checking/Savings	
Certificates of Deposit	20.054.74
Blanco Nat Bank CD #18090	28,251.74
Blanco Nat Bank CD #18775	52,355.32
Total Certificates of Deposit Checking Accounts	80,607.06
Petty Cash	110.30
Wells Fargo Bank Checking	106,716.14
Total Checking Accounts	106,826.44
Savings	100,020.44
Blanco Nat Bank Money Mkt Acct	963.71
Total Savings	963.71
Total Checking/Savings	188,397.21
Other Current Assets	100,007.21
Accts. Receivable	
P.O.M. Fees Receivable	214,559.28
Uncollectibles Allowance	-89,772.78
Total Accts. Receivable	124,786.50
Total Other Current Assets	124,786.50
Total Current Assets	313,183.71
Fixed Assets	,
Depreciable Assets	
Equipment & Furnishings	21,354.94
Less Accumulated Depreciation	-110,199.73
Roadways 2008	247,551.62
Roadways 2009	282,705.22
Roadways 2010	146,813.12
Roadways 2011	116,087.25
Roadways 2012	21,491.95
Total Depreciable Assets	725,804.37
Total Fixed Assets Other Assets	725,804.37
Land for Resale & Greenbelt	04.450.70
Security Deposits	61,456.73 550.00
Total Other Assets	62,006.73
TOTAL ASSETS	1,100,994.81
LIABILITIES & EQUITY	1,100,334.01
Liabilities	
Current Liabilities	
Other Current Liabilities	
Habitat Permit Fee Deposit	500.00
Payroll Tax Liability	1,091.56
Total Other Current Liabilities	1,591.56
Total Current Liabilities	1,591.56
Total Liabilities	1,591.56
Equity	
Fund Balance	1,063,278.24
Net Income	36,125.01
Total Equity	1,099,403.25
TOTAL LIABILITIES & EQUITY	1,100,994.81

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	Jan - Jul 13	Jan - Jul 12	% Change
Ordinary Income/Expense			
Income			
REVENUES			
INTEREST INCOME	353.23	304.59	15.97%
OTHER FEES COLLECTED	17,664.80	16,391.21	7.77%
PERMIT FEES	19,100.00	8,550.00	123.39%
POM FEES	175,147.48	185,067.62	-5.36%
Total REVENUES	212,265.51	210,313.42	0.93%
Total Income	212,265.51	210,313.42	0.93%
Expense	,	-,-	
ADMINISTRATIVE EXPENSES			
OFFICE EXPENSES			
MILEAGE/ADMIN	0.00	2,280.00	-100.0%
MISC OFFICE EXPENSE	730.63	410.78	77.86%
OFFICE EQUIPMENT MAINTENANCE	431.83	659.53	-34.53%
OFFICE EQUIPMENT/WEBPAGE	1,269.18	0.00	100.0%
POSTAGE	30.23	499.30	-93.95%
SOFTWARE & LICENSES	459.00	0.00	100.0%
TELEPHONE & INTERNET	1,398.51	1,361.89	2.69%
Total OFFICE EXPENSES	4,319.38	5,211.50	-17.12%
OTHER ADMIN EXPENSES	,	-,	
AUDIT/TAX/ACCOUNTING			
ACCOUNTING	2,017.20	0.00	100.0%
AUDIT	10,000.00	0.00	100.0%
AUDIT/TAX/ACCOUNTING - Other	0.00	2,332.00	-100.0%
Total AUDIT/TAX/ACCOUNTING	12,017.20	2,332.00	415.32%
GENERAL MEETING EXPENSE	339.00	157.26	115.57%
INSURANCE-D&O/PROPERTY LIABILIT	10,311.98	5,824.35	77.05%
LEGAL FEES	10,011.00	0,024.00	77.0070
LEGAL FEES COLLECTED	-4,529.36	-10,123.97	55.26%
LEGAL FEES PAID	15,986.09	21,665.04	-26.21%
Total LEGAL FEES	11,456.73	11,541.07	-0.73%
MORROW & WESTBROOK PARKS	33.45	18.98	76.24%
OTHER ADMIN EXPENSES - Other	3.95	0.00	100.0%
Total OTHER ADMIN EXPENSES	34,162.31	19,873.66	71.9%
PERSONNEL EXPENSE	04,102.01	19,075.00	71.970
EMPLOYEE MSA	0.00	3,200.00	-100.0%
EMPLOYMENT TAXES	2,826.20	3,316.93	-14.8%
SALARY-CLERICAL	0.00	10,710.00	-100.0%
SALARY-OFFICE MANAGER	27,687.81	24,000.01	15.37%
Total PERSONNEL EXPENSE	30,514.01	41,226.94	-25.99%
ADMINISTRATIVE EXPENSES - Other	3.45	0.00	100.0%
Total ADMINISTRATIVE EXPENSES	68,999.15	66,312.10	4.05%
BUILDING RELOCATION	0.00	1,085.36	-100.0%
MAINTENANCE EXPENSES	0.00	1,000.30	-100.0%
EQUIPMENT MAINTENANCE	48.62	180.31	72.040/
MILEAGE/MAINT.	972.00	0.00	-73.04%
MOW/SHRED/TRIM/DEBRIS/BEAUTY	3,521.55	4,357.93	100.0%
ROAD REPAIRS & SIGNS	216.22	4,357.93 658.30	-19.19% 67.16%
SALARY-MAINTENANCE	7,280.00	5,280.00	-67.16%
SMALL EQUIP PURCHASES	7,280.00 75.00	•	37.88%
OTHER ESCOT TOTOTIONS	75.00	-187.16	140.07%

	Jan - Jul 13	Jan - Jul 12	% Change
SUB-CONTRACT LABOR	0.00	1,060.00	-100.0%
Total MAINTENANCE EXPENSES	12,113.39	11,349.38	6.73%
OTHER EXPENDITURES			
CONTINGENCY	0.00	30.00	-100.0%
OFFICE LEASE	3,500.00	1,800.00	94.44%
OFFICE REPAIR/MAINTENANCE	62.23	160.00	-61.11%
TAXES ON REAL PROPERTY/POA FEES	3,632.00	3,473.75	4.56%
UTILITIES, OFFICE & ENTRANCES	1,709.24	2,239.71	-23.69%
Total OTHER EXPENDITURES	8,903.47	7,703.46	15.58%
ROADWAYS - CAPITAL EXPENDITURE	89,545.45	12,994.30	589.11%
Total Expense	179,561.46	99,444.60	80.56%
Net Ordinary Income	32,704.05	110,868.82	-70.5%
Other Income/Expense			
Other Income			
COST OF LOTS AQUIRED/MISC EXP	0.00	-2,961.33	100.0%
SALE OF ACQUIRED LAND	3,420.96	750.00	356.13%
Total Other Income	3,420.96	-2,211.33	254.7%
Net Other Income	3,420.96	-2,211.33	254.7%
Net Income	36,125.01	108,657.49	-66.75%

•	Jan - Jul 13	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense		<u> </u>	,	
Income				
REVENUES				
INTEREST INCOME	353.23	400.00	-46.77	88.31%
OTHER FEES COLLECTED	17,664.80	28,000.00	-10,335.20	63.09%
PERMIT FEES	19,100.00	14,000.00	5,100.00	136.43%
POM FEES	175,147.48	196,650.00	-21,502.52	89.07%
WSP ROAD FUND	0.00	27,795.00	-27,795.00	0.0%
Total REVENUES	212,265.51	266,845.00	-54,579.49	79.55%
Total Income	212,265.51	266,845.00	-54,579.49	79.55%
Expense	,	_00,0.0.00	0 1,01 0.10	10.0070
ADMINISTRATIVE EXPENSES				
OFFICE EXPENSES				
MILEAGE/ADMIN	0.00	1,200.00	-1,200.00	0.0%
MISC OFFICE EXPENSE	730.63	1,000.00	-269.37	73.06%
OFFICE EQUIPMENT MAINTENANCE	431.83	1,500.00	-1,068.17	28.79%
OFFICE EQUIPMENT/WEBPAGE	1,269.18	650.00	619.18	195.26%
POSTAGE	30.23	1,000.00	-969.77	3.02%
SOFTWARE & LICENSES	459.00	500.00	-41.00	91.8%
TELEPHONE & INTERNET	1,398.51	2,700.00	-1,301.49	51.8%
Total OFFICE EXPENSES	4,319.38	8,550.00	-4,230.62	50.52%
OTHER ADMIN EXPENSES	4,010.00	0,000.00	-4,230.02	50.52%
AUDIT/TAX/ACCOUNTING				
ACCOUNTING	2,017.20	5,000.00	-2,982.80	40.34%
AUDIT	10,000.00	10,000.00	0.00	100.0%
Total AUDIT/TAX/ACCOUNTING	12,017.20	15,000.00	-2,982.80	
GENERAL MEETING EXPENSE	339.00	560.00	-2,962.60 -221.00	80.12%
INSURANCE-D&O/PROPERTY LIABILI	10,311.98	15,000.00		60.54%
LEGAL FEES	10,511.90	13,000.00	-4,688.02	68.75%
LEGAL FEES COLLECTED	-4,529.36	-10,000.00	E 470 64	45.000/
LEGAL FEES PAID	15,986.09	25,000.00	5,470.64 -9,013.91	45.29%
Total LEGAL FEES	11,456.73	15,000.00		63.94%
MORROW & WESTBROOK PARKS	33.45	250.00	-3,543.27	76.38%
Total OTHER ADMIN EXPENSES	34,158.36		-216.55	13.38%
PERSONNEL EXPENSE	34,100.30	45,810.00	-11,651.64	74.57%
EMPLOYMENT TAXES	2,826.20	4.645.00	4 700 00	04.040/
SALARY-OFFICE MANAGER	27,687.81	4,615.00	-1,788.80	61.24%
Total PERSONNEL EXPENSE	30,514.01	47,000.00	-19,312.19	58.91%
Total ADMINISTRATIVE EXPENSES		51,615.00	-21,100.99	59.12%
MAINTENANCE EXPENSES	68,991.75	105,975.00	-36,983.25	65.1%
BUILDING MAINTENANCE	0.00	050.00	0=0.00	
EQUIPMENT MAINTENANCE	0.00	250.00	-250.00	0.0%
MILEAGE/MAINT.	48.62	0.00	48.62	100.0%
MOW/SHRED/TRIM/DEBRIS/BEAUTY	972.00	1,800.00	-828.00	54.0%
ROAD REPAIRS & SIGNS	3,521.55	8,500.00	-4,978.45	41.43%
SALARY-MAINTENANCE	216.22	20,000.00	-19,783.78	1.08%
SMALL EQUIP PURCHASES	7,280.00	12,000.00	-4,720.00	60.67%
SUB-CONTRACT LABOR	75.00	-500.00	575.00	-15.0%
Total MAINTENANCE EXPENSES	0.00	150.00	-150.00	0.0%
OTHER EXPENDITURES	12,113.39	42,200.00	-30,086.61	28.71%
CONTINGENCY	0.00	F 000		
OFFICE LEASE	0.00	5,000.00	-5,000.00	0.0%
OT THE LEAGE	3,500.00	6,000.00	-2,500.00	58.33%

	•				
		Jan - Jul 13	Budget	\$ Over Budget	% of Budget
	OFFICE REPAIR/MAINTENANCE	62.23	300.00	-237.77	20.74%
	TAXES ON REAL PROPERTY/POA FEE	3,632.00	4,000.00	-368.00	90.8%
	UTILITIES, OFFICE & ENTRANCES	1,709.24	4,000.00	-2,290.76	42.73%
	Total OTHER EXPENDITURES	8,903.47	19,300.00	-10,396.53	46.13%
	ROADWAYS - CAPITAL EXPENDITURE	89,545.45	93,865.00	-4,319.55	95.4%
	Total Expense	179,554.06	261,340.00	-81,785.94	68.71%
	Net Ordinary Income	32,711.45	5,505.00	27,206.45	594.21%
	Other Income/Expense				
	Other Income				
	COST OF LOTS AQUIRED/MISC EXP	0.00	-3,000.00	3,000.00	0.0%
	GAIN (LOSS) ON SALE OF LOTS	0.00	2,500.00	-2,500.00	0.0%
	Total Other Income	0.00	-500.00	500.00	0.0%
	Net Other Income	0.00	-500.00	500.00	0.0%
i	Net Income	32,711.45	5,005.00	27,706.45	653.58%

2013 PERMITS

BUILDER/HOMEOWNERS	LOT/SECT	ADDRESS PERMIT	ISSUE DATE
VLECK/EVANS	LOT 45 SECTION 1	56 E.EL CAMINO REAL NEW HOME	DME 1/8/2013
JONES	LOT 232 SECTION 20	1 RIDGEWOOD CIR FENCE	1/8/2013
ROMO	LOT 209-21 SECTION 9B	3 50 CRAZY CROSS FENCE	1/11/2013
DIRKS-WALLACE	LOT 91 SECTION 20	2 DOGWOOD CIRCLE FENCE/O	FENCE/GARAGE/ADD 1/18/2013
A toZ WITHDRAWN BY OWNER	LOT 70 SECTION 9B	122 WHISPERING VALLEY	FENCE 1/29/2013
CANTWELL	LOT 113 SECTION 20	52 SPRUCEWOOD	STORAGE 1/29/2013
RIVERA	LOT 137 SECTION 9B	8 CROOKED ARROW CT	FENCE/POC 2/8/2013
GIBSON	LOT 104 SECTION 9B	3 STEPPING STONE CT	DECK/SHEI 2/13/2013
SWEETON	LOT 58 VILLAGE 11	5 LOGAN'S RUN	PATIO EXTF 2/14/2013
AAA Fence	LOT 70 SECTION 9B	122 WHISPERING VALLEY	FENCE 2/18/2013
AWESTRUCK	Lots11-12-part of 10 bl	Lots11-12-part of 10 blk 5 ERR-1 29 PRESIDIO	GARAGE/UTILITY ROOM
WORKMAN	LOT40 SECTION 20	5 SPRINGWOOD	NEW HOM 3/27/2013
WORKMAN	Lot 26 Section 21	8 SADDLEROCK RIDGE	NEW HOM 3/27/2013
SOMERSET	LOT 135 SECTION 20	13 TANGLEWOOD TRAIL	NEW HOM 3/27/2013
SOMERSET	LOT 173 SECTION 9B	12 WHISTLING WIND	NEW HOM 3/27/2013
SOMERSET	LOT 170 SECTION 20	12 TANGLEWOOD TRAIL	NEW HOM 3/27/2013
SAGEBRUSH	LOT 61 SECTION 20	10 BIRCHWOOD CIRCLE	FENCE 4/8/2013
WIMBERLEY POOL	LOT 189 SECTION 9B	48 WHISTLING WIND	POOL/FENC 4/8/2013
GIBBS	LOT 206 SECTION 20	129 W. VALLEY SPRING RD	FENCE 4/25/2013
CLAUSON	LOT 34 SECTION 9B	11 CREEKSIDE DR	fence/deck 4/25/2013
FITZHUGH	LOTS 31 -32 SECTION 20 14 SPRINGWOOD	0 14 SPRINGWOOD	GUEST/STL 5/6/2013
MARONEY	LOT 5 ERR-2 BLK 3	17 LONE STAR TRAIL	NEW HOM 5/8/2013
LINTON/WUBBENA	LOT 76 SECTION 18	7 WOODLARK WAY	DECK/SHEC 6/13/2013
337	LOT117-118 SECTION 18 10 ROLLING HILLS RD	8 10 ROLLING HILLS RD	FENCE 5/29/2013
MURRAH	LOT 218 SECTION 20	31 RIDGEWOOD CIR	FENCE 6/21/2013
SOMERSET	LOT 280 SECTION 20	76 RIDGEWOOD CIR	NEW HOM 7/1/2013
SOMERSET	LOT 282 SECTION 20	82 RIDGEWOOD CIR	NEW HOM 7/1/2013

NEW HOM 7/1/2013 IR NEW HOM 7/1/2013	IR NEW HOM 7/1/2013	FENCE 7/22/2013	FENCE/SHE 7/25/2013	NEW HOM 8/5/2013	LLEY FENCE/SHE 8/26/2013 **	R FENCE 8/26/2013	TRAIL FENCE 8/28/2013
7 SPICEWOOD 26 RIDGEWOOD CIR	52 RIDGEWOOD CIR	42 CREEKSIDE DR	53 PERSIMMON	83 PERSIMMON	227 PLEASANT VALLEY	11 LAKEWOOD CIF	10 TANGLEWOOD TRAIL
LOT 269 SECTION 20 LOT 238 SECTION 20	LOT 273 SECTION 20	LOT166 SECTION 9B	LOT 219 SECTION 8	LOT 234 SECTION 8	LOT 98 SECTION 9A	LOTS18-19 SECTION 20 11 LAKEWOOD CIR	LOT 108 SECTION 20
SOMERSET WORKMAN	JOSH WILLIS CUSTOM HOMES	TUCKER	CASTLEMAN	WVHFH	CARDENAS	GARZA	BROWN