

CHOA BOARD RESOLUTIONS MADE IN 1993

1. 93-1 Changing banking institutions to Guaranty Federal Bank from NationsBank 4-22-93.
2. 93-2 Establishing a policy of Recreation Committee functions and funding 6-2-93.
3. 93-3 Setting the maximum assessment rate for 1994 and the actual assessment rate to be billed to property owners 10-20-93.

CHOA BOARD RESOLUTIONS MADE IN 1994

1. 94-1 Setting Savings of America as the secondary banking institution to deposit CHOA funds over the \$100,000.00 FDIC limit at the primary banking institution to insure all CHOA funds are covered by FDIC insurance 1-19-94.

MAJOR EXPENDITURES MADE BY CHOA IN 1993

1. Replacement of copier in CHOA office \$3100.00
2. Landscaping of esplanades at Brookdale & Mapleleaf and repairs to landscaping at Countryside \$2260.88
3. New entry sign at Countryside entrance \$1422.17
4. Down payment on new entry signs at Brookdale & Mapleleaf \$1321.42
5. Replacement of CHOA computer hard drive \$ 227.61
6. Purchase of fax machine for CHOA office \$ 506.41

RESOLUTION
POOL ENCLOSURE LOCK INSPECTION

AUTHORITY: WHEREAS State of Texas law TEXAS HEALTH AND SAFETY CODE/TEXAS LOCAL GOVERNMENT CODE, CHAPTER 757 TEXAS HEALTH AND SAFETY CODE CHAPTER 214, TEXAS LOCAL GOVERNMENT CODE imposes a duty of inspection, repair and maintenance on the Association of the pool enclosure gates and self closing\self locking devices to be in good working order and that gates and locking devices on pool enclosures be inspected a minimum of once every 31 days and a log of such inspections be kept by the Association there is a need for a written policy and procedure to comply with such State law.

PURPOSE: WHEREAS there is a need for such written policy and procedure to be established concerning the inspection of pool enclosure gates and locking devices and a log book to record such inspections for the Countryside Homeowner Association, Inc.

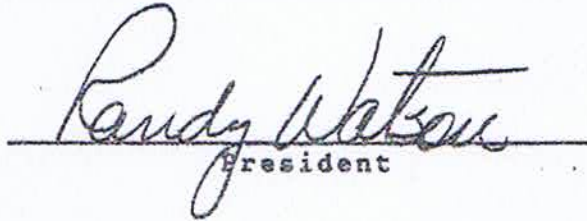
SPECIFICATION: NOW THEREFORE BE IT RESOLVED THAT THE FOLLOWING PROCEDURE BE ADOPTED:

1. No less than two members of the CHOA board will inspect the pool enclosures, gates and self closing\self latching devices a minimum of once every 31 days.
2. A record book will be kept in the CHOA office for use in inspection of the outer gate and locking devices and the inner gate and locking devices of the CHOA pool.
3. Both members of the board will inspect each listed item in the record book and initial or sign that each device has been inspected. The members will also date their signature in the log book.
4. If a listed device is determined upon inspection by the CHOA board members to be insufficient, damaged or stolen, the administrator will be notified to have any necessary repairs or replacements made.
5. Locking devices will be procured and installed by the standard operations and procedures that govern CHOA.
6. The log book shall reference all repaired devices.

NOW THEREFORE BE IT FURTHER RESOLVED THAT this policy be put into effect on July 16, 1994.

APPROVED: In witness whereof, the Board of Directors of the COUNTRYSIDE HOMEOWNER ASSOCIATION, INC. did execute this resolution on the 16th day of July, 1994 and said resolution was recorded in the minutes of the Association.

SEAL



President

POOL OUTER GATE LOCKING DEVICES LOG SHEET

Date of inspection:

Inspected by: _____ and _____

Comments:

Repairs needed:

Notification of needed repairs made to:

Date of notification:

Repairs made by:

Called on:

Invoice #:

Signatures of inspectors:

POOL ENCLOSURE FENCE LOG SHEET

Date of inspection:

Inspected by: _____ and _____

Comments:

Repairs needed:

Notification of needed repairs made to:

Date of notification:

Repairs made by:

Called on:

Invoice #:

Signatures of inspectors:

POOL INNER GATE LOCKING DEVICES LOG SHEET

Date of inspection:

Inspected by: _____ and _____

Comments:

Repairs needed:

Notification of needed repairs made to:

Date of notification:

Repairs made by:

Called on:

Invoice #:

Signatures of inspectors:

RESOLUTION
UPDATING ARCHITECTURAL STANDARDS AND GUIDELINES

AUTHORITY: WHEREAS ARTICLE IV, (Purposes and Powers) Section "f" of the ARTICLES OF INCORPORATION OF COUNTRYSIDE HOMEOWNER ASSOCIATION, INC. states "To do and perform any and all lawful things and acts which in its discretion are necessary or desirable in carrying out any or all of the purposes for which the Association is formed, and pay the costs and/or expenses in connection therewith."

PURPOSE: WHEREAS there is a need to amend and update the Architectural Standards and Guidelines as written and adopted by the Countryside Homeowner Association, Inc. in March 1978 for better clarification and additional standards and guidelines.

SPECIFICATION: NOW THEREFORE BE IT RESOLVED THAT THE ARCHITECTURAL STANDARDS AND GUIDELINES ATTACHED AND KNOWN AS RESOLUTION #94-3 AND DATED July 6, 1994 BE ADOPTED.

NOW THEREFORE BE IT FURTHER RESOLVED THAT these Architectural Standards and Guidelines be put into effect on July 6, 1994.

APPROVED: In witness whereof, the Board of Directors of the COUNTRYSIDE HOMEOWNER ASSOCIATION, INC. did execute this resolution on the 6 day of July, 1994 and said resolution was recorded in the minutes of the Association.

SEAL



President

ARCHITECTURAL STANDARDS AND GUIDELINES
COUNTRYSIDE HOMEOWNER ASSOCIATION, INC.

BELOW ARE SOME ARCHITECTURAL CONTROL GUIDELINES WHICH ARE USED BY THE BOARD OF DIRECTORS SO THAT THEY CAN ACT UPON ALL WRITTEN HOME IMPROVEMENT APPLICATION REQUESTS IN A FAIR AND CONSISTENT MANNER. PLEASE KEEP THESE GUIDELINES FOR YOUR RECORDS.

PLEASE SUBMIT A HOME IMPROVEMENT APPLICATION REQUEST FORM BEFORE THE WORK IS BEGUN. IF YOU NEED A HOME IMPROVEMENT APPLICATION REQUEST FORM, CALL THE ASSOCIATION OFFICE AT 332-1091.

ADMINISTRATIVE

1. The Board or Architectural Committee will consider only written requests for Architectural changes. Requests should be submitted on the approved form.
2. If an architectural change request is rejected, the homeowner is free to request that the committee or Board reconsider it's position and must provide any additional information needed to clarify any questions the committee or Board may have.
3. The committee will make it's recommendation at or before the next board meeting after receipt of request.

OUTBUILDINGS

A. Placement - No outbuildings shall be placed within three (3) feet of any property line. No outbuildings shall be placed so as to encroach upon any dedicated easement. No outbuildings shall be placed so as to encroach upon any building line. No outbuildings shall be placed within three (3) feet of any fence or any other building.

B. Height - No outbuildings shall exceed twelve (12) feet in height at any point.

C. Length and Width - The length and width of any outbuilding shall be limited so that established drainage patterns will not be interrupted. Depending upon the size and placement of the lot, the length and width of any outbuilding shall be examined on an individual basis. Approval of the overall size of an outbuilding shall not be unreasonably withheld.

D. Color - The color of an outbuilding should be in harmony with the existing colors of the house and the surrounding neighborhood and shall be examined on an individual basis and approved by the Board of Directors. Approval of the color of an outbuilding shall not be unreasonably withheld.

E. Materials - Outbuilding may be constructed of wood, masonry, brick, metal, glass or composition materials which complement those materials used in the main structure of the house. If the outbuilding is to be built on site, it's roof shall be of glass, plastic, fiberglass or shingles identical to those used in the main residence. Pre-fabricated buildings of aluminum, steel or other materials are acceptable as long as they meet the other criteria involved.

F. Other Conditions- No utility or outbuilding shall be erected on any lot unless such utility or outbuilding shall be concealed behind an approved fence. Notwithstanding any other provisions herein contained, each request for the installation of an outbuilding shall be examined on an individual basis and may be disapproved if in the opinion of the Architectural Control Committee and the Board of Directors of Countryside Homeowner Association such outbuilding would not be architecturally compatible with the main residence or with the overall neighborhood. Approval of outbuildings shall not be unreasonably withheld.

CAR PORTS - No car ports or awnings of any type shall be affixed to the front of any residence in Countryside or Countryside Oaks.

MAIL BOXES - Mail boxes are intended to serve a specific function and the size and placement of the mail box should be regulated to enhance that function. Approval of a mail box request shall not be unreasonably withheld.

GUTTERS - Rain gutters are not mandatory but, if installed they must be painted the same color as the house or the trim thereon and must be kept in good repair.

PAINTING - The colors and scheme to be used in painting a house shall be consistent with the overall scheme of Countryside and/or Countryside Oaks Subdivision so as not to detract from the overall appearance thereof. Samples of the colors to be used in painting should be submitted with the request for Board approval. In the

event that the house is to be repainted the same colors as those originally used, no samples will be necessary. Approval of colors to be used in painting shall not be unreasonably withheld.

ROOM ADDITIONS - A request for room additions to existing houses shall be reviewed on an individual basis and shall be accompanied with detailed plans listing materials and time tables for construction. Including any requested additions, the ground floor of the house must contain not less than fifty-one (51 %) brick veneer. Siding or other materials used in the room additions should be of such quality, texture and material to enhance the overall appearance of the house or shall be the same as those originally installed on the house. Roof shingles must be of a uniform color all over the house. Garage doors must be left in position when enclosing the garage as a room addition so as to give the appearance that a garage is still in place.

SIDEWALKS - No additional sidewalks are to be placed in front of any existing house.

CHILDREN' PLAYHOUSES - Children's playhouses are to be regulated according to the same standards and guidelines applied to other outbuildings.

CHILDREN'S PLAY EQUIPMENT - Children's play equipment which includes, but is not limited to swing sets, sliding boards and swimming pools are to be placed in the back yard behind an approved fence.

TIN FOIL IN WINDOWS - Aluminum foil or tin foil shall not be allowed to remain in any window of Countryside or Countryside Oaks.

ROOF VENTS - Roof vents or turbo vents should be installed in such a manner that they do not exceed the roof line by more than 10 inches, and if they follow the manufacturer's guidelines for installation. A request for the installation of vents will be considered on an individual basis and approval of the installation shall not be unreasonably withheld.

BROKEN WINDOWS AND PATIO DOORS - All broken windows and patio doors must be fixed as soon as possible.

FENCES

A. Fences are not mandatory however, if they are installed they must be maintained. Broken, missing or rotted pickets must be replaced and the supporting framework must be maintained in a level upright condition, no leaning or sagging.

B. Materials - Only six (6) foot minimum and eight (8) foot maximum wooden fences of cedar, redwood, pine or other suitable wooden material shall be approved for installation in Countryside and Countryside Oaks. No chain link, metal type or lattice materials may be used for fencing materials.

C. Placement - Fences proposed for construction that are located wholly within the property lines of the homeowner's lot which will not extend into the front yard beyond the building setback line for the main residence upon which in the opinion of the Board of Directors of the Association will not interfere with the general harmony and external design of the subdivision will be approved by the Board provided that on major thoroughfares, the fencing is not closer than the property line and for houses siding on major thoroughfares and facing on minor streets the side lot fence may extend only to the front of the house exclusive of the garage. In no event shall such fence or any part thereof be constructed or placed in any portion of said lot nearer to the front street which the main residence faces than is permitted for the main residence to be constructed upon such lot.

WIDENED DRIVEWAYS - The placement of the extension of an existing driveway and the materials to be used therein shall be considered on an individual basis taking into account the location of easements and the interruption of established drainage patterns as well as the effect upon the overall appearance of the individual property and of the neighborhood. Driveways may be extended a total width of two (2) feet (maximum) and the width extensions must be carried out the full length of the driveway from the front sidewalk to the house. Approval of requests to widen driveways shall not be unreasonably withheld.

BASKETBALL GOALS - Basketball goals may not be erected in such a manner as to encroach upon any building line on any lot. Basketball goals erected in such manner that they are visible from the street shall be painted regulation colors, be of regulation size and height from the ground. Basketball goals must be maintained in a manner so as not to detract from the overall appearance of the property or of the neighborhood.

STORM DOORS/SCREEN DOORS - Storm doors are allowed on the front and back doors provided that they are in general harmony with the residence. Wooden screen doors are allowed only on the back door provided that the backyard is fenced.

PATIO COVERS - Patio covers are allowed provided that they are constructed only in the area of the patio and the height of the cover does not exceed the eaves of the house.

WOOD DECKS - Wooden decking is permissible in the rear area of the house only. Detailed plans showing proposed positioning, materials and time of construction will accompany the request. No wooden, concrete or deck constructed of any other type of building materials will be permitted to be constructed at the front of the property which is visible from the street in the front or adjacent side street of any property.

WINDOW AIR CONDITIONERS - Window air conditioners will be permitted only at the rear of the house and not visible from the street in front of the house. Subject to consideration in case of health or safety reasons.

EXTERIOR HOLIDAY LIGHTS & DECORATIONS - All exterior lighting and or decorations shall be removed within thirty (30) days following said holiday.

GENERAL CONDITIONS - All modifications or additions to existing structures must be completed within ninety (90) days of the time they are begun (after Architectural Committee or Board approval) unless otherwise specifically agreed to by the Board of Directors. If not completed within the time allotted, the Board of Directors shall proceed against the homeowner as if a violation of the Deed Restrictions had occurred. All additions or modifications must be made in a workmanlike manner in order to enhance the overall appearance of Countryside and Countryside Oaks Subdivision. Any addition or modification which would meet these guidelines and standards but which is erected in an unworkmanlike manner and which detract from the overall appearance of Countryside or Countryside Oaks Subdivisions shall be deemed to have been erected in contravention to the approval of the Board of Directors and the Board of Directors shall proceed as if a violation of the Deed Restrictions had occurred.

These guidelines and standards may be amended or modified from time to time.

**RESOLUTION
DEFINING EXTERIOR MAINTENANCE GUIDELINES**

AUTHORITY: WHEREAS ARTICLE VI - EXTERIOR MAINTENANCE - of the Declaration of Covenants, Conditions and Restrictions of Countryside Homeowner Assn., Inc. states " In the event a Class A Member who is the Owner of any Lot in the Properties shall fail to maintain the premises and the improvements situated thereon in a manner satisfactory to the Board of Directors, the association, after approval of two thirds (2/3) vote of the Board of Directors, shall have the right, through its agents and employees, to enter upon said parcel and to repair, maintain, trim trees and shrubs, mow grass, plant grass or other suitable vegetation and restore the Lot and exterior of the buildings and any other improvements erected thereon. The costs of such exterior maintenance shall be added to and become part of the assessment to which such Lot is subject."

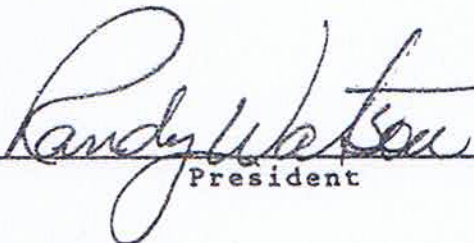
PURPOSE: WHEREAS there is a need for definition of "to maintain the premises and improvements situated thereon in a manner satisfactory to the Board of Directors" the following guidelines have been adopted by the Board of Directors of Countryside Homeowner Assn., Inc. for use in inspecting properties for conformance of the above ARTICLE VI.

SPECIFICATION: NOW THEREFORE BE IT RESOLVED THAT THE ACCOMPANYING GUIDELINES BE ADOPTED:

NOW THEREFORE BE IT FURTHER RESOLVED THAT these Guidelines be put into effect on 7-6, 1994.

APPROVED: In witness whereof, the Board of Directors of the COUNTRYSIDE HOMEOWNER ASSOCIATION, INC. did execute this resolution of the 6th day of July, 1994 and said resolution was recorded in the minutes of the Association.

SEAL



President

EXTERIOR MAINTENANCE

ARTICLE VI

In the event a Class A Member who is the Owner of any Lot in the Properties shall fail to maintain the premises and the improvements situated thereon in a manner satisfactory to the Board of Directors, the association, after approval of two thirds (2/3) vote of the Board of Directors, shall have the right, through its agents and employees, to enter upon said parcel and to repair, maintain, trim trees and shrubs, mow grass, plant grass or other suitable vegetation and restore the Lot and exterior of the buildings and any other improvements erected thereon. The costs of such exterior maintenance shall be added to and become part of the assessment to which such Lot is subject.

Below are some guidelines which are used by the Deed Qualification Committee and the Board of Directors when inspecting for conformance, from any street view of the property, with the above titled ARTICLE VI of the Declaration of Covenants, Deeds and Restrictions of Countryside Homeowner Association, Inc.

Exterior Maintenance Guidelines of Property

1. Wood siding and trim on house, outbuildings, and other structures shall be in good repair. Rotten, damaged or missing pieces must be replaced and painted.
2. Siding and wood trim on house shall be painted a uniform color or coordinating earth tone colors. Wood and siding surfaces will be deemed needing painted if the paint is :
 - a. Obviously faded from it's original color
 - b. Cracked
 - c. Chipped
 - d. Peeling
 - e. Chalking
 - f. Discolored with mildew or mold
3. Homes with vinyl or aluminum siding installed shall maintain the siding in good condition (defined as no major dents, tears, holes or loose panels) and remove any mold, mildew or fungus from the surface by washing siding.
4. Garage doors and entry doors to the house and garage shall be painted the same color as the wood siding or the trim on the house. if the home has aluminum or vinyl siding, the garage doors must be painted to match

this color.

5. Garage doors shall be in good repair, no sagging frames (defined as a 3" deviation from the horizontal and/or vertical center lines) missing or damaged panels. If the garage door has glass windows installed, any broken or missing panes of glass must be replaced with same.
6. Metal type storm doors are allowed on the front of the house but must be kept in good repair. No broken or missing windows or screens and must close properly. Wood type screen doors are only allowed for use on the back door of the house.
7. Windows and any screens installed on the house must be kept in good repair. Broken or missing glass must be replaced. Torn or bent screens must be replaced.
8. Gutters are not mandatory however, if they are installed they must be kept in good repair. No sagging (defined as 2" below parallel) or missing pieces. They must be in a color coordinating with the trim colors of the house. If the gutters are removed from the home, the down spouts must also be removed.
9. Roofing must be in good repair, no cracked, curled or missing shingles. Visible repairs made with roofing cement (black tar) is not permissible. All shingles must be of a uniform type and color over the entire roof area.
10. Fences are not mandatory however, if they are installed, they must be kept in good repair. No missing or broken pieces, no sagging gates or leaning posts. They are to be constructed of wood materials only with a six (6') minimum and a eight (8') foot maximum height. No wire fencing, chain link or lattice materials may be used as fencing.
11. Basket ball supports, backboards and goals must be regulation height and kept in good repair. No broken back board, rusted or bent poles.
12. Lawns and curb areas must be maintained by mowing and edging in all areas of the property visible to public view to eliminate unsightly appearance.
13. Shrubs and flower beds are to be kept trimmed and wedded to eliminate unsightly appearance.
14. Trees are to be trimmed so as to not interfere with pedestrians on sidewalks or auto traffic on the streets. They must not obstruct the view of drivers at intersections.

COUNTRYSIDE HOMEOWNER ASSOCIATION, INC.
RESOLUTION 94-6

Standard policy and procedure for the reservation and utilization of the COUNTRYSIDE HOMEOWNER ASSOCIATION, INC. meeting room.

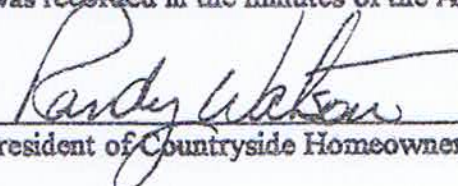
AUTHORITY: WHEREAS the Articles of Incorporation gives the Board of Directors of the Association the power "To do and perform any and all lawful things and acts which in it's discretion are necessary or desirable in carrying out any or all of the purposes for which the Association is formed,..." Further, Article VIII, Section 1 (a) of the By-Laws of Countryside Homeowner Association, Inc. gives the Board of Directors the power "To adopt and publish rules and regulations governing the use of the Common Area and Facilities, and the personal conduct of the members and their delegates and their guest thereon, and to establish penalties for infraction thereof," and

PURPOSE: WHEREAS there is a need to update the established standard policy and procedure for the reservation and utilization of the Countryside Homeowner Association, Inc. meeting room.

SPECIFICATION: NOW THEREFORE, BE IT RESOLVED THAT the attached standard policy and procedure be adopted.

BE IT FURTHER RESOLVED that these rules and guidelines be published for all Association members to read and sign as acknowledgment of these rules. This acknowledgment must be signed before any receipt of deposit may be accepted and the attached from is established and approved for such acknowledgment.

APPROVED: IN WITNESS WHEREOF, the Board of Directors of the Countryside Homeowner Association, Inc. did execute this resolution on the 7th day of December 1994 and said same resolution was recorded in the minutes of the Association.



President of Countryside Homeowner Assn., Inc.

COUNTRYSIDE HOMEOWNER ASSOCIATION, INC.
Rules and Guidelines for CHOA Meeting Room Use

1. **RESERVATIONS** - Advance reservations shall be required for the use of the CHOA meeting room. Reservations may only be made by Association members, or their delegates, in good standing. Reservations are accepted on a "first come, first serve" basis. If the meeting room is being reserved for activities involving children, there must be adequate adult supervision at all times the room is in use.
2. **DEPOSITS** - A deposit shall be required prior to the issuance of any keys to the CHOA meeting room. The amount of the deposit is fixed at \$100.00. Deposits shall be held until the room is no longer needed by the Association member, or delegate, requesting the use of the room or for six months, whichever comes first. All deposits shall be refunded when the Association member no longer requires use of the room and the room is found to be in good condition, needing no repairs or cleaning stemming from misuse or abuse. Repair/cleaning costs above the \$100.00 deposit will be billed to the Association member, or delegate, and are due immediately upon presentation of the bill. All keys shall be returned at the time a refund is requested. Refunds of deposits shall be made within fourteen (14) days of request.
EXCEPTION: ALL CHOA BUSINESS AND COMMITTEE ACTIVITIES WILL NOT BE REQUIRED TO POST A DEPOSIT; HOWEVER, THEY ARE STILL REQUIRED TO MAKE ADVANCE RESERVATIONS.
3. **KEYS** - The Association member, or delegate, who makes reservation and receives keys shall be present at all times the room is in use for their activity. Failure of Association member, or delegate, to be present shall result in their loss of room use privileges. Any loan or duplication of the key(s) to the meeting room shall terminate the right to use the meeting room. The key(s) shall be returned to the CHOA office upon demand made by any member or the CHOA Board of Directors or their delegate.
4. **SPECIFIC RULES** -
 - a. **THERE IS NO ALCOHOL CONSUMPTION ALLOWED IN OR AROUND ANY OF THE CHOA OWNED FACILITIES.**
 - b. The CHOA Board of Directors or their delegate reserve the right to spot check activities being conducted in the meeting room for compliance with CHOA guidelines and rules.
 - c. **NO SMOKING ALLOWED IN MEETING ROOM**
5. **GENERAL RULES** -
 - a. The meeting room must be cleaned and swept after each use. There is a vacuum cleaner provided in the wood corner cabinet of the meeting room.
 - b. All trash is to be removed from the premises and taken with Association member or their delegate. No trash is to be left inside the meeting room or left outside for disposal.
 - c. The heat is to remain set at 72 and the air conditioning is to remain set at 75.
 - d. All lights must be turned off and the door locked when finished using the meeting room.

e. The room will only be used during the time that the Association member or their delegate has requested and the Board of Directors approved. Any use other than the approved times will be deemed as trespassing and demand for the return of the key (s) and termination of meeting room use privileges will result.

I have read the above rules for using the CHOA meeting room and agree to abide by them. I further acknowledge receipt of the key(s) to the CHOA meeting room which I shall use only as stated below. I understand any infraction of the rules will result in the loss of my right to use the CHOA meeting room.

Name of Association member, or delegate, receiving key(s)

Signature of Association member, or delegate receiving key(s)

Address of Association member or delegate

Home phone

Work phone

Purpose of meeting room use

Date of use

Time room will be in use

Deposit made

Date

Deposit refunded

Date

Repairs/cleaning necessary

Cost of repairs

Date repairs bill issued

COMMENTS: