

**RESOLUTION OF THE  
WATerview COMMUNITY ASSOCIATION, INC.  
BOARD OF DIRECTORS  
REGARDING THE  
INSPECTION AND COPYING OF BOOKS AND RECORDS**

**WHEREAS** the WaterView Community Association, Inc., (the "*Association*") keeps correct and complete books and records of account and minutes of the proceedings of its members and Board of Directors (collectively, the "*Association Records*"); and,

**WHEREAS** the members of the Association shall have the right, during reasonable business hours, to inspect and obtain copies of Association Records; and,

**WHEREAS** it is desirable to impose certain reasonable restrictions on the process of record inspecting and copying Association Records;

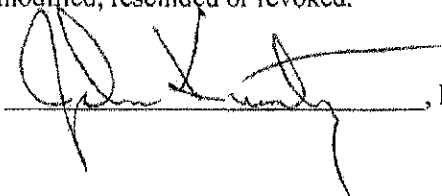
**NOW THEREFORE BE IT RESOLVED** that the following requirements are hereby established for the inspection and copying of Association Records:

1. An owner, or a person designated in writing by the owner as the owner's agent, attorney or certified public accountant may make a request to inspect or obtain copies of Association Records.
2. A request to inspect the books and records of the Association must be submitted in writing via certified mail, return receipt requested, to the Association and/or its duly authorized agent by certified mail to: WaterView Community Association, Inc., 7801 Kings Court, Rowlett, Texas 75089. Attached is a Request for Access to Association Records that Members are requested to use.
3. The request must identify with sufficient detail the Association Records requested and contain an election to either receive copies of identified Association Records or to inspect the Association Records requested. The Association's governing documents, its membership register, its books of account, and the minutes of the meetings of the members, the Board, and committees may be inspected.
4. The Association, within 10 business days from receipt of a request under paragraph 2, will provide, as appropriate:
  - (i) if an inspection is requested, written notice of dates during normal business hours during which Association Records requested, to the extent they are in the possession, custody or control of the Association, may be inspected;
  - (ii) if copies are requested, produce copies of the requested Association Records to the extent they are in the possession, custody or control of the Association (if prior payment for such records has been received); or



- (iii) if the Association is unable to produce the Association Records requested which are in the possession, custody or control of the Association, send written notice that it is unable to produce the records within the 10-day period and set forth a date, within 15 business days of the notice provided under this paragraph 4 (iii), by which the records will be sent or made available for inspection to the owner.
5. The Association will send the requesting party an estimate of the costs to respond, compile, produce, and reproduce information requested. The Association shall require advance payment, in certified funds, of the estimated costs. The requesting party shall be responsible for any costs above the estimate and the full amount due will be added to the requesting party's account as an assessment if not paid in full upon request.
  6. Persons requesting to inspect Association Records shall not disrupt the ordinary business activities of the office where Association Records are kept during the inspection.
  7. Certain Association Records shall remain confidential and will not be provided in response to a request for copies or inspection of Association Records, to wit: violation histories of owners, owners' personal financial information (including records of assessment payment history), owners' contact information other than address, and Association personnel files. Association Records described in this paragraph 7 shall only be made available with the identified owner's written approval or a court orders the Association to release the information.
  8. No original books or records may be removed from the premises without the express written consent of the Board.
  9. Owners are responsible for the costs of producing and copying Association Records. Costs are \$.10 per page; \$.50 per oversize page; \$1.00 for each CD (rewritable or non-rewritable); \$15.00 per hour for personnel time spent in responding to a request; and overhead of 20% of personnel charge, and must be paid in advance. A personnel charge and overhead charge will not be made for complying with requests that are for 50 or fewer pages of paper records, unless the records are located in a remote storage facility or in two or more separate buildings. To the extent that retrieval of documents from a remote storage facility results in a charge, the Association shall charge the costs of such services to the requesting owner.
  10. The Association is under no obligation to provide any additional information other than that which is required by law.

This is to certify that the foregoing Resolution was adopted by the Board of Directors of WaterView Community Association, effective as of January 1, 2012, until such date as it may be modified, rescinded or revoked.

 , Director

REQUEST FOR ACCESS TO ASSOCIATION RECORDS

MEMBER NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

1. The records that I am interested in are:

a. \_\_\_\_\_

b. \_\_\_\_\_

c. \_\_\_\_\_

I wish to receive copies of these records \_\_\_\_\_

OR

I wish to review these records \_\_\_\_\_.

2. I certify that my request to review the records of the Association is for a proper purpose related to my membership in the Association, and that this request is not for commercial purposes or my personal financial gain.
3. I acknowledge and accept the Association's records access and inspection procedures. I acknowledge and accept that the records of the Association will be made available to me only at such time and place as the Association's policy provides, and that there may be a cost associated with making these documents available to me. I agree to pay any costs associated with reviewing the records of the Association, including but not limited to the actual and reasonable costs of labor and photocopying material. I further acknowledge that these costs may be required of me prior to reviewing or obtaining copies of records.

MEMBER SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

cc: Property File

Request must be submitted by certified mail to the following address:

WaterView HOA  
7801 Kings Court  
Rowlett, TX 75089

AFTER RECORDING, PLEASE RETURN TO:

Judd A. Austin, Jr.  
Henry Oddo Austin & Fletcher, P.C.  
1700 Pacific Avenue  
Suite 2700  
Dallas, Texas 75201

**SECOND SUPPLEMENTAL  
CERTIFICATE AND MEMORANDUM  
OF RECORDING OF DEDICATORY INSTRUMENTS FOR  
WATERVIEW COMMUNITY ASSOCIATION, INC.**

STATE OF TEXAS       §  
                                  §  
COUNTY OF DALLAS   §

The undersigned, as attorney for the WaterView Community Association, Inc., for the purpose of complying with Section 202.006 of the Texas Property Code and to provide public notice of the following dedicatory instruments affecting the owners of property with the WaterView community in Rowlett, Texas, hereby states that the dedicatory instruments attached hereto are true and correct copies of the following:

- ***Resolution of the WaterView Community Association, Inc. Board of Directors Establishing a Payment Plan Policy*** (Exhibit "A-1");
- ***Resolution of the WaterView Community Association, Inc. Board of Directors Establishing a Records Retention Policy*** (Exhibit "A-2");
- ***Resolution of the WaterView Community Association, Inc. Board of Directors Establishing a Protocol for Open Board Meetings*** (Exhibit "A-3");
- ***Resolution of the WaterView Community Association, Inc. Board of Directors Regarding the Inspection and Copying of Books and Records*** (Exhibit "A-4");

- ***Resolution of the WaterView Community Association, Inc. Board of Directors Setting Forth Procedures to Establish E-Mail Registry for Members*** (Exhibit "A-5");
- ***WaterView Community Association, Inc. (Including Broadmoor) Collection Procedure and Policy / Violation and Fine Policy*** (Exhibit "A-6");
- ***Second Amendment to the WaterView Production Homes Design Standards*** (Exhibit "A-7");
- ***WaterView Community Association, Inc. - Community Center / Pavillion Rental Agreement - Rental Fees and Refund Policy*** (Exhibit "A-8");
- ***WaterView Community Association, Inc. - Community Center / Pavillion Rental Agreement - Form and Check Out Sheet*** (Exhibit "A-9");
- ***WaterView Community Association, Inc. -Swim Park Picture ID Policy: Homeowner*** (Exhibit "A-10");
- ***WaterView Community Association, Inc. -Swim Park Picture ID Policy: Leasing a Home in WaterView*** (Exhibit "A-11");
- ***WaterView Community Association, Inc. -Swim Park Picture ID Policy: House Sitter(s)*** (Exhibit "A-12");
- ***WaterView Community Association, Inc. -Swim Park Picture ID Policy: Nanny / Babysitter*** (Exhibit "A-13");
- ***WaterView Community Association, Inc. - Swim Park Guest Policy*** (Exhibit "A-14");
- ***WaterView Swim Park Rules*** (Exhibit "A-15");

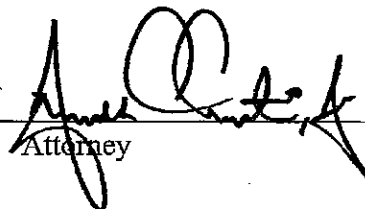
- ***WaterView Water Slide Rules [To Be Posted at Entrance to Slides and Bottom of Stairs]*** (Exhibit "A-16");
- ***WaterView Water Slide Rules [Posted at the Top of Stairs]*** (Exhibit "A-17"); and
- ***WaterView Tennis Rules*** (Exhibit "A-18");.

All persons or entities holding an interest in and to any portion of property within the WaterView community are subject to the foregoing dedicatory instruments.

IN WITNESS WHEREOF, the WaterView Community Association, Inc. has caused this First Supplemental Certificate and Memorandum of Recording of Dedicatory Instruments to be filed with the Office of the Dallas County Clerk, and serves to supplement that certain Certificate and Memorandum of Recording of Association Documents for Waterview Community Association, Inc. filed on December 3, 2008, as Instrument No. 20080378811 in the Official Public Records of Dallas County, Texas, and that certain First Supplemental Certificate and Memorandum of Recording of Association Documents for Waterview Community Association, Inc. filed on June 3, 2009, as Instrument No. 200900157922 in the Official Public Records of Dallas County, Texas.

**WATERVIEW COMMUNITY  
ASSOCIATION, INC.**

By:  
Its:

  
Attorney

## **EXHIBIT B**

Those tracts and parcels of real property located in the City of Rowlett, Dallas County, Texas and more particularly described as follows:

- (a) All real property subject to the Declaration of Covenants, Conditions and Restrictions for The WaterView Community, executed by Snapdragon Properties Associates, L.P., as Declarant, recorded on July 7, 1998, in Volume 98131, Page 00453, *et seq.*, in the Real Property Records of Dallas County, Texas, and any other applicable refilings or replatings thereof or amendments, corrections or supplements thereto; and
- (b) All lots and tracts of land situated in **WaterView, PHASE ONE**, an addition to the **City of Rowlett, Dallas County, Texas**, according to the Map or Plat thereof recorded in Volume 98203, Page 10, Map Records, Dallas County, Texas; and
- (c) All lots and tracts of land situated in **WaterView, PHASE TWO**, an addition to the **City of Rowlett, Dallas County, Texas**, according to the Map or Plat thereof recorded in Volume 98203, Page 9, Map Records, Dallas County, Texas; and
- (d) All lots and tracts of land situated in **WaterView, PHASE THREE**, an addition to the **City of Rowlett, Dallas County, Texas**, according to the Map or Plat thereof recorded in Volume 98203, Page 8, Map Records, Dallas County, Texas; and
- (e) All lots and tracts of land situated in **WaterView, PHASE 4A**, an addition to the **City of Rowlett, Dallas County, Texas**, according to the Map or Plat thereof recorded in Volume 99083, Page 88, Map Records, Dallas County, Texas; and
- (f) All lots and tracts of land situated in **WaterView, PHASE 4B**, an addition to the **City of Rowlett, Dallas County, Texas**, according to the Map or Plat thereof recorded in Volume 99137, Page 723, Map Records, Dallas County, Texas; and
- (g) All lots and tracts of land situated in **WaterView, PHASE 5A**, an addition to the **City of Rowlett, Dallas County, Texas**, according to the Map or Plat thereof recorded in Volume 99191, Page 423, together with a replat thereof recorded in Volume 2000097, Page 908, Map Records, Dallas County, Texas; and
- (h) All lots and tracts of land situated in **WaterView, PHASE 5B**, an addition to the **City of Rowlett, Dallas County, Texas**, according to the Map or Plat thereof recorded in Volume 2000151, Page 2744, Map Records, Dallas County, Texas; and
- (i) All lots and tracts of land situated in **WaterView, PHASE 5C**, an addition to the **City of Rowlett, Dallas County, Texas**, according to the Map or Plat thereof

**recorded in Volume 2001129, Page 01092, Map Records, Dallas County, Texas;  
and**

- (j) All lots and tracts of land situated in WaterView, PHASE 5D, an addition to the City of Rowlett, Dallas County, Texas, according to the Map or Plat thereof recorded in Volume 2000093, Page 03565, Map Records, Dallas County, Texas;  
and**
- (k) All lots and tracts of land situated in WaterView, PHASE 6A, an addition to the City of Rowlett, Dallas County, Texas, according to the Map or Plat thereof recorded in Volume 2000151, Page 2738, Map Records, Dallas County, Texas;  
and**
- (l) All lots and tracts of land situated in WaterView, PHASE 6B, an addition to the City of Rowlett, Dallas County, Texas, according to the Map or Plat thereof recorded in Volume 2000151, Page 2741, Map Records, Dallas County, Texas;  
and**
- (m) All lots and tracts of land situated in WaterView, PHASE 6C, an addition to the City of Rowlett, Dallas County, Texas, according to the Map or Plat thereof recorded in Volume 2002040, Page 00011, Map Records, Dallas County, Texas;  
and**
- (n) All lots and tracts of land situated in WaterView, PHASE 7, an addition to the City of Rowlett, Dallas County, Texas, according to the Map or Plat thereof recorded in Volume 2001001, Page 143, Map Records, Dallas County, Texas;  
and**
- (o) All lots and tracts of land situated in WaterView, PHASE 8A, an addition to the City of Rowlett, Dallas County, Texas, according to the Map or Plat thereof recorded in Volume 2001058, Page 00111, Map Records, Dallas County, Texas;  
and**
- (p) All lots and tracts of land situated in WaterView, PHASE 8B, an addition to the City of Rowlett, Dallas County, Texas, according to the Map or Plat thereof recorded in Volume 2002229, Page 102, Map Records, Dallas County, Texas;  
and**
- (q) All lots and tracts of land situated in WaterView, PHASE 8C, an addition to the City of Rowlett, Dallas County, Texas, according to the Map or Plat thereof recorded in Volume 2003102, Page 68, Map Records, Dallas County, Texas; and**



- (r) All lots and tracts of land situated in **WaterView, PHASE 9, an addition to the City of Rowlett, Dallas County, Texas, according to the Map or Plat thereof recorded in Volume 2004019, Page 89, Map Records, Dallas County, Texas; and**
- (s) All lots and tracts of land situated in **WaterView, PHASE 10, an addition to the City of Rowlett, Dallas County, Texas, according to the Map or Plat thereof recorded in Volume 2001076, Page 02955, Map Records, Dallas County, Texas; and**
- (t) All lots and tracts of land situated in **WaterView, PHASE 11A, an addition to the City of Rowlett, Dallas County, Texas, according to the Map or Plat thereof recorded in Volume 2001076, Page 02961, Map Records, Dallas County, Texas; and**
- (u) All lots and tracts of land situated in **WaterView, PHASE 11B, an addition to the City of Rowlett, Dallas County, Texas, according to the Map or Plat thereof recorded in Volume 2001058, Page 00114, Map Records, Dallas County, Texas; and**
- (v) All lots and tracts of land situated in **WaterView, PHASE 12, an addition to the City of Rowlett, Dallas County, Texas, according to the Map or Plat thereof recorded in Volume 2001076, Page 02959, Map Records, Dallas County, Texas; and**
- (w) All lots and tracts of land situated in **WaterView, PHASE 13, an addition to the City of Rowlett, Dallas County, Texas, according to the Map or Plat thereof recorded in Volume 2002229, Page 104, Map Records, Dallas County, Texas; and**
- (x) All lots and tracts of land situated in **WaterView, PHASE 14, an addition to the City of Rowlett, Dallas County, Texas, according to the Map or Plat thereof recorded in Volume 2004221, Page 208, Map Records, Dallas County, Texas; and**
- (y) All lots and tracts of land situated in **Villas at WaterView, PHASE 1, an addition to the City of Rowlett, Dallas County, Texas, according to the Map or Plat thereof recorded in Volume 98158, Page 00608, Map Records, Dallas County, Texas; and**
- (z) All lots and tracts of land situated in **Villas at WaterView, PHASE 2, an addition to the City of Rowlett, Dallas County, Texas, according to the Map or Plat thereof recorded in Volume 98158, Page 00609, Map Records, Dallas County, Texas; and**

- (aa) All lots and tracts of land situated in **Villas at WaterView, PHASE 3**, an addition to the **City of Rowlett, Dallas County, Texas**, according to the Map or Plat thereof recorded in **Volume 98158, Page 00612, Map Records, Dallas County, Texas**.

**Filed and Recorded  
Official Public Records  
John F. Warren, County Clerk  
Dallas County, TEXAS  
12/22/2011 08:42:32 AM  
\$196.00  
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