
Hill Country Ranches Property Owners Association

By Laws

A Texas Property Owners Association located in Lampasas County, Texas.

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By Laws of
Hill Country Ranches Property Owners Association
(An Incorporated, Non-Profit Association)

ARTICLE I
INTRODUCTORY PROVISIONS

1.1 Name and Mailing Address: The name of the Association is Hill Country Ranches Property Owners Association, and is hereafter referred to as the "Association". The mailing address of the Association is Post Office Box 4, Lampasas, Texas 76550.

1.2 Applicability: These By Laws provide for the governance of the Association with respect to all property owners within Hill Country Ranches created by the recording of the final plat of Hill Country Ranches, in the plat records of Lampasas County, Vol. 4, pp. 1-3, & 5-7, & p. 8.

1.3 Definitions: Words and phrases defined in the Articles of Incorporation have the same meanings when used in these bylaws.

1.4 Non-Profit Purpose: The Association is organized to be a non-profit organization for the specific purpose of maintenance, development, and upgrade of the common areas within Hill Country Ranches.

ARTICLE II
THE ASSOCIATION

2.1 Organization: The Association is organized as an incorporated non-profit association, which began operation on the effective date of the Articles of Incorporation. The Association shall have the responsibility of administering the Association, establishing the means and methods of collecting assessments and charges, arranging for the management of the Association, and performing all of the other acts that may be required or permitted to be performed by the Association pursuant to the Articles of Incorporation and Texas Property Owners Association Code.

2.2 General Powers and Duties: The Association, acting through the board, has the powers and duties necessary for the administration of the affairs of the Association and for the operation, maintenance, and development as may be required or permitted by the Documents and State Law. The Association may do any and all things lawfully necessary, proper, and or desirable in operating for the best interests of its members, subject only to the limitations of such powers expressly set forth in the Documents.

2.3 Membership:

(a) All present tract owners and all other persons who use or occupy the development in any manner are subject to these bylaws. The mere acquisition or occupancy of a tract or dwelling will signify that these bylaws are accepted and ratified and will be strictly adhered to. (b) Prior to any sale of property within Hill Country Ranches, the property owner must make application to the Association Secretary providing notice of tract sale. (c) Notwithstanding, any provision in this section 2.2, and the rights of membership shall be subject to the payment of assessments as provided in Article VI. The membership and voting rights of any tract owner may be suspended by the Executive Board during the period of time that an assessment against his/her tract remains unpaid; but upon payment in full of any such assessment and any interest accrued thereon, the rights and privileges shall be immediately and automatically restored.

ARTICLE III
BOARD OF DIRECTORS

3.1 Number and Term of Office: The board will consist of a minimum of three persons. Upon election, each director will serve a term of 1 year. A director takes office upon the adjournment of the meeting at which he/she is elected or appointed and, absent death, ineligibility, resignation, or removal, will hold office until his successor is elected or appointed. The number of directors may be changed by amendment of these bylaws, but may not be less than three.

3.2 Qualification: At least a majority of the directors must be members of the Association. The Association President serves as Director of the Board, the Association Vice-President serves as Assistant Director and all other officers are board members.

3.3 Entity Member: If a tract is owned by a legal entity, such as a partnership or corporation, any officer, partner, agent, or employee of that entity member is eligible to serve as a director and is deemed to be a member. If the relationship between the entity member and the director representing it terminates, that directorship will be deemed vacant.

3.4 Election: Directors are elected by the members of the Association. The election of directors will be conducted at the Annual Meeting of the Association, or at any Special Meeting called for that purpose, or by any method permitted by Section 2.13B of the Texas Nonprofit Corporation Act.

3.4.1 Delinquency: No member, member's spouse, or resident may be elected or appointed as a director if any assessment against the member or resident, or his/her tract is delinquent at the time of election or appointment, provided he has been given notice of the delinquency and a reasonable opportunity to cure it.

3.4.2 Violations: No member, member's spouse, or resident may be elected or appointed as a director if the member or resident, or his tract at the time of election or appointment has not cured a violation of the Documents for which the Association has given notice and a reasonable opportunity to cure.

3.4.3 Litigation: No person may be elected or appointed as a director if the person is a party adverse to the Association or the board or in pending litigation to which the Association or the board is a party.

3.5 Vacancies: Vacancies on the board caused by any reason, except the removal of a director by a vote of the Association, are filled by a vote of the majority of the remaining directors, even though less than a quorum, at any meeting of the board. Each director so elected serves until the next meeting of the Association, at which time a successor will be elected to fill the remainder of the term.

3.6 Removal of Directors:

3.6.1 Removal by Members: At any annual meeting or special meeting of the Association, any one or more of the directors may be removed with cause by members representing at least two-thirds of the eligible votes present in person or by proxy at the meeting, and a successor may then and there be elected to fill the vacancy thus created. Any director whose removal has been proposed by the members must be given an opportunity to be heard at the meeting.

3.6.2 Removal by Directors: A director may be removed by at least a majority of the other directors, at a meeting of the board called for that purpose, for any of the following limited reasons: (a) The director is a party adverse to the Association or the board or in pending litigation to which the Association or the board is a party provided the Association did not file suit to effect removal of the director. (b) The director's account with the Association is delinquent, provided he was given notice of the default and a

reasonable opportunity to cure. (c) The director has or failed to cure a violation of the Documents for which he has been given notice and a reasonable opportunity to cure.

3.7 Compensation: No director, officer, member, or resident is entitled to receive any pecuniary profit from the operation of the Association, and no funds or assets of the Association may be paid as a salary or as compensation to, or be distributed to, or inure to the benefit of a director, officer, member, or resident. Nevertheless,

(a) Reasonable compensation may be paid to a director, officer, member, or resident for services rendered to the Association in other capacities.

(b) A director, officer, member, or resident may, from time to time, be reimbursed for his actual and reasonable expenses incurred on behalf of the Association in connection with the administration of the affairs of the Association, provided the expense has been approved by the board.

(c) The board may budget and use Association funds to purchase awards, certificates, a celebratory meal, or other customary tokens or demonstrations of appreciation for volunteer activities.

ARTICLE IV OFFICERS

4.1 Designation: The principal officers of the Association are the President, the Vice-President, Secretary, and the Treasurer. The board may appoint one or more vice-presidents and other officers and assistant officers as it deems necessary. The president, vice-president and secretary must be directors. Other officers may, but need not, be members or directors. Any 2 offices may be held by the same person, except the office of president. If an officer is absent or unable to act, the board may appoint a director to perform the duties of that officer and to act in place of that officer, on an interim basis.

4.2 Election of Officers: Officers are elected no less than annually by the directors at the organizational meeting of the board and hold office at the pleasure of the board. Except for resignation or removal, officers hold office until their respective successors have been designated by the board.

4.3 Removal and Resignation of Officers: A majority of directors may remove any officer, with cause, at any regular meeting of the board or at any special meeting of the board called for that purpose. A successor may then be elected at any regular or special meeting of the board called for that purpose. An officer may resign at any time by giving written notice to the board. Unless the notice of resignation states otherwise, it is effective when received by the board and does not require acceptance by the board. The resignation or removal of an officer who is also a director does not constitute resignation or removal from the board.

4.4 Standard of Care: In performing the duties of Hill Country Ranches Property Owners Association, officers and board members are required to exercise a standard of care putting the best interests of the Association first.

4.5 Description of Principal Offices:

President- As the chief executive officer of the Association, the president: (a) presides at all meetings of the Association and of the board; (b) has all the general powers and duties which are usually vested in the office of president of a corporation organized under the laws of the State of Texas; (c) has general supervision, direction, and control of the business of the Association, subject to the control of the board; and (d) sees that all orders and resolutions of the board are carried into effect.

Vice-President-(a) Presides over meetings of the Association and the Board when the president is not able or available, (b) maintains order at meetings of the Association and/or the Board, (c) surveils the subdivision and (d) briefs the Association President on the current conditions within the subdivision.

Secretary- (a) keeps the minutes of all meetings of the Board and of the Association; (b) has charge of such books, papers, and records as the board may direct; (c) maintains a record of the names and addresses of the members for the mailing of notices; and (d) in general, performs all duties incident to the office of secretary.

Treasurer- (a) is responsible for Association funds; (b) keeps full and accurate financial records and books of account showing all receipts and disbursements; (c) prepares all required financial data and tax returns; (d) deposits all monies or other valuable effects

in the name of the Association in depositories as may from time to time be designated by the board; (e) prepares the annual and supplemental budgets of the Association; (f) reviews the accounts of the managing agent on a monthly basis in the event a managing agent is responsible for collecting and disbursing Association funds; and (g) performs all the duties incident to the office of treasurer.

4.6 Authorized Agents: Except when the Documents require execution of certain instruments by certain individuals, the board may authorize any person to execute instruments on behalf of the Association. In the absence of board designation, the president and the secretary are the only persons authorized to execute instruments on the Association's behalf.

ARTICLE V

MEETINGS OF THE ASSOCIATION

5.1 Annual Meetings: An annual meeting of the Association shall be held during the month of October each year at a time and place designated by the Executive Board. At such meetings, members of the board shall be elected in accordance with the requirements of Article III of these By Laws, and such other business as may properly come before the meeting may be transacted.

5.2 Special Meetings: Special meetings of the Association may be called at any time by the President and shall be called as directed by resolution of the Board, or upon written request presented to the Secretary and signed by tract owners entitled to cast at least twenty percent (20%) of the eligible votes of the Association. The meeting must be held within thirty (30) days after the board resolution or receipt of petition. The notice of any special meeting must state the time, place, and purpose of the meeting. No business, except the purpose stated in the notice may be transacted at a special meeting.

5.3 Quorum: At Annual Meetings, twenty percent (20%) of the eligible voters constitutes a quorum. At Special Meetings, a majority of directors constitutes a quorum for the transaction of business, and the acts of the majority of the directors present at a meeting at which a quorum is present are the acts of the board. If less than a quorum is present at a meeting of the board, the majority of those present may adjourn the meeting. At any reconvened meeting at which a quorum is present, any business that may have been transacted at the meeting as originally called may be transacted without further notice.

5.4 Lack of Quorum: No official business may be transacted, nor any binding vote be taken at any meeting of the Association for any reason in which proper notice was given, unless a quorum is present where members representing at least twenty percent (20%) of the eligible voting property owners are present at the meeting, and although not constituting a quorum, members may vote to recess the meeting for not more than 24 hours in order to attain a quorum, provided the place of the meeting remains as stated in the notice. If the meeting is adjourned without attainment of a quorum, notice of a new meeting for the same purposes within 15 to 30 days may be given to an owner of each tract, at which meeting owners of at least 10 percent (10%) of the eligible tracts in the development constitute a quorum for that meeting.

5.5 Notice of Meetings: At the direction of the board, written notice of meetings of The Association will be given to an owner of each tract at least 10 days but not more than 60 days prior to the meeting. Notices of meetings will state the date, time, and place the meeting is to be held, will identify the type of meeting as Annual or Special, and will state the particular purpose of a Special Meeting. Notices may also set forth any other items of information deemed appropriate by the board.

5.6 Ineligibility: The board may determine that no member may vote at meetings of the Association if the member's financial account with the Association is in arrears before the date of a meeting of the Association at which members will vote, provided each ineligible member is given notice of the arrears and an opportunity to become eligible. The board may specify the manner, place, and time for payment for purposes of restoring eligibility.

5.7 Voting Member's List: Prior to any meeting of the Association, The Board will prepare or direct the preparation of a list of the Association's eligible voting members.

5.8 Voting: The vote of members representing at least a majority of the votes cast at any meeting at which a quorum is present binds all members for all purposes, except when a higher percentage is required by these bylaws or by law.

5.9 Proxies: Votes may be cast in person or by written proxy. To be valid, each proxy must (a) be signed and dated by a member or his attorney-in-fact; (b) identify the tract to which the vote is appurtenant; (c) designate the person or position (such as

"presiding officer") in favor of whom the proxy is granted, such person having agreed to exercise the proxy; (d) identify the purpose or meeting for which the proxy is given; (e) not purport to be revocable without notice; and (f) be delivered to the secretary, to the person presiding over the Association meeting for which the proxy is designated. Unless the proxy specifies a shorter or longer time, it terminates one year after its date. To revoke a proxy, the granting member must give actual notice of revocation to the person presiding over the Association meeting for which the proxy is designated. Unless revoked, any proxy designated for a meeting which is adjourned, recessed, or rescheduled is valid when the meeting reconvenes. A proxy may not be counted to make or break a tie-vote unless the proxy has been acknowledged or sworn to by the member, before and certified by an officer authorized to take such acknowledgments and oaths.

5.10 Conduct of Meetings: The President, or any person designated by the board, presides over meetings of the Association. The secretary keeps, or causes to be kept, the minutes of the meeting which should record all resolutions adopted and all transactions occurring as well as a record of any votes taken at the meeting. The person presiding over the meeting may appoint a parliamentarian. The current edition of Robert's Rules of Order will be followed and governs the conduct of meetings of the Association when not in conflict with the Documents. Votes should be tallied by tellers appointed by the person presiding over the meeting.

5.11 Order of Business: The Association follows Robert's Rules of Order, and unless the notice of meeting states otherwise, or the assembly adopts a different agenda at the meeting, the order of business at meetings of the Association is as follows:

- Determine votes present by roll call or check-in procedure
- Announcement of quorum
- Proof of notice of meeting
- Approval of minutes of preceding meeting
- Reports
- Election of directors (when required)
- Unfinished or old business
- New business

5.12 Adjournment of Meetings: At any meeting of the Association, a majority of the members present at that meeting, may adjourn the meeting to another time and place.

ARTICLE VI

COMMON EXPENSES AND ASSESSMENTS

6.1 Fiscal Year: The fiscal year of the Association has been set by resolution of the board and is subject to change from time to time as the board determines. The current fiscal year for operating purposes is October 1st of the current year through September 30th of the following year.

6.2 Waiver: No restriction, condition, obligation, or covenant contained in these bylaws may be deemed to have been abrogated or waived by reason or failure to enforce the same, irrespective of the number of violations or breaches thereof which may occur.

6.3 Assessment of Common Expenses: All owners are obligated to pay assessments imposed by the Association to meet the common expenses as defined in the documents. A member is deemed to be in good standing and entitled to vote at any meeting of the Association if he is current in the assessments made or levied against him and his tract.

6.4 Compliance with Documents: Each owner will comply with the provisions and terms of the Documents, and any amendments thereto. Further, each owner will always endeavor to observe and promote the cooperative purposes for which the development was established.

6.5 Member's Information: As a condition of sale for acquiring an ownership interest in a tract, the owner must provide the Association with the owner's mailing address, telephone number, driver's license number, and the name, address, and telephone number of any person managing the tract as agent of the tract. An owner must notify the Association within 30 days after he has notice of a change in any information required by this Section, and must provide the information on request by the Association from time to time.

6.6 Member's Mailing Address: Owners of a tract must register and maintain one mailing address to be used by the Association for mailing of annual statements, notices, demands, and all other communications. If an owner fails to maintain a current mailing address with the Association, the address of that owner's tract is deemed to be his 911 mailing address. All tracts must be marked at the entrance of the property with the county assigned 911 address and must be kept clear of any obstruction.

6.7 Collection of Assessments and Late Charges:

(a) Sec. 202.004 of Texas Property Owners Code states: Enforcement of Restrictive Covenants is an exercise of discretionary authority by a property owners' association or other representative designated by an owner of real property concerning a restrictive covenant is presumed reasonable unless the court determines by a preponderance of the evidence that the exercise of discretionary authority was arbitrary, capricious, or discriminatory. (b) A property owners' association or other representative designated by an owner of real property may initiate, defend, or intervene in litigation or an administrative proceeding affecting the enforcement of a restrictive covenant or the protection, preservation, or operation of the property covered by the dedicatory instrument. (c) A court may assess civil damages for the violation of a restrictive covenant in an amount not to exceed \$200 for each day of the violation. (d) The Executive Board or the Managing Agent, upon request of the Executive Board, shall take prompt action to collect any assessment from any tract owner which remains unpaid for more than thirty (30) days from the due date for payment thereof. Any assessments not paid within five (5) days after its due date shall accrue daily late charges in the amount of five percent (5%) of the overdue assessment. (e) In the event that any unpaid assessment shall be past due for more than forty-five (45) days, at the request of the Executive Board, The Association shall bring suit against the property owner for all unpaid assessments, late charges, and legal fees. If payment is not made upon judgment, a lien in the amount of the unpaid balance and legal fees will be placed against the title and filed in Lampasas County, Texas.

ARTICLE VII

BOOKS, RECORDS, AND REPORTS

7.1 Maintenance of Books and Records: The Executive Board shall maintain or cause the proper officers or the managing agent to maintain complete, accurate, and current books and records adequate to reflect fully the operations, proceedings, and financial condition of the Association. Such books and records shall include, without limitation, the books and records of the Secretary and Treasurer.

7.2 Access to Books and Records:

7.2.1 Inspection of Books and Records: Books and records of the Association will be made available for inspection and copying on request pursuant to Article 1396-2.23 of the Texas Nonprofit Corporation Act.

7.2.2 Proper Purpose: The board may require a member to submit a written demand for inspection, stating the purpose for which the member will inspect the books and records. The board has the following rights:

(a) To determine whether the member's purpose for inspection is proper. (b) To deny the request if the board determines that the member's purpose is adverse. (c) If granting the request, to identify which books and records are relevant to the member's stated purpose for inspection.

7.2.3 Copies: A member, at member's expense, may obtain photocopies of books and records for which the board grants the right of inspection. The board has the right to retain possession of the original books and records, to make copies requested by the member, and to charge the member a reasonable fee for copying.

7.2.4 Member's Agent: A member's inspection of the books and records may be assisted or performed by the member's agent, accountant, or attorney.

7.2.5 Records of Attorneys and Accountants: The files and records of any attorney or accountant who performs services for the Association are not records of the Association and are not subject to inspection by members.

7.3 Resale Certificates: The Secretary or Treasurer may prepare, or cause to be prepared, assessment estoppel certificates or resale certificates. The Association may charge a fee equal to but not greater than one annual maintenance fee for each tract requested for preparing such certificates, and may refuse to furnish such certificates until the fee is paid. Any unpaid fees, along with late fees may be assessed against the tract for which the certificate is furnished.

ARTICLE VIII GENERAL PROVISIONS

8.1 Conflicting Provisions: If any provision of these bylaws conflicts with any provision of the laws of the State of Texas, the conflicting bylaws provision is null and void, but all other provisions of these bylaws remains in full force and effect. In the case of any conflict between the Articles of Incorporation of the Association, the Restrictions and Limitations, and these bylaws, the Articles of Incorporation take precedence.

8.2 Severability: Whenever possible, each provision of these bylaws will be interpreted in a manner as to be effective and valid. Invalidation of any provision of these bylaws, by judgment or court order, does not affect any other provision which remains in full force and effect.

8.3 Consents: Subject to the following limitation, an amendment of these bylaws must be approved by members representing at least a majority of the votes present in person at a properly called meeting for which a quorum is obtained. In other words, if a quorum is present at a meeting, the owners of a majority of the tracts represented at the meeting may approve an amendment to these bylaws. However, this Section may not be amended without the approval of owners representing at least a majority of the total tracts in the development.

8.4 Co-Owners: If a tract is owned by more than one person, notice to one co-owner is deemed notice to all co-owners.

8.5 Delivery of Notices: Any written notice required or permitted by these bylaws may be given personally, by mail, or by e-mail. If mailed, the notice is deemed delivered when deposited in the U.S. mail addressed to the member at the address shown on the Association's records. If transmitted by e-mail, the notice is deemed delivered on successful transmission to the owners e-mail address.

ARTICLE IX COMPLIANCE AND DEFAULT

9.1 Notice of Violations: The board's written violation notice will contain the following:

(a) The date the violation notice is prepared or mailed; (b) A description of the violation; (c) A reference to the rule or provision of the Documents that is being violated; (d) A description of the action required to cure the violation; (e) the amount of the fine to be levied and/or the abatement action to be taken.

9.2 Fines: Within 30 days after levying the fine or authorizing the abatement, the board must give the owner notice of the levied fine or abatement action.

9.3 Additional Remedies: Notwithstanding the notice requirement, the board may take immediate and appropriate action, without giving the notices required in this Article, against violations of the Documents which, in the board's opinion, are (a) self-evident, such as vehicles parked illegally or in violation of posted signs; (b) threatening to life or property; or (c) repeat violations of the same provision by the same owner to whom prior notices and demands have been given for the same violation. Further, the provisions of this Article do not apply to specific remedies provided in the Documents for certain violations, such as nonpayment of assessments.

Executed this 13th day of March, 2017

Hill Country Ranches Property Owners Association, Inc, a Texas Corporation

By: KENNETH Achord

Name: K. Achord

Title: Association President / Director

ACKNOWLEDGEMENT

State of Texas
County of Lampasas

This instrument was acknowledged before me on this 13th day of March 2017,
by Kenneth E. Achord, Association President/Director of
Hill Country Ranches Property Owners Association, Inc.

Nanette Rene McCoy
Notary Public



Executed this 10TH day of MARCH, 2017

Hill Country Ranches Property Owners Association, Inc, a Texas Corporation

By: CHARLES W. CASS

Name: Chal W. Cass

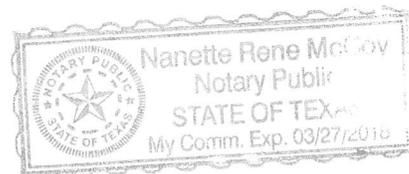
Title: ASSOCIATION Vice President/Director

ACKNOWLEDGEMENT

State of Texas
County of Lampasas

This instrument was acknowledged before me on this 10th day of March, 2017
by Charles W. Cass, Association Vice-President/Director
of Hill Country Ranches Property Owners Association, Inc.

Nanette Rene McCoy
Notary Public



Executed this 10 day of MARCH, 2017

Hill Country Ranches Property Owners Association, Inc, a Texas Corporation

By: Diane Achard

Name: Diane Achard

Title: ASSOCIATION TREASURER/DIRECTOR
Hill Country Ranches

ACKNOWLEDGEMENT

State of Texas
County of Lampasas

This instrument was acknowledged before me on this 10th day of March, 2017
by Diane Achard, Association Treasurer/Director of
Hill Country Ranches Property Owners Association, Inc.

Nanette Rene McCoy
Notary Public



166831

FILED FOR RECORD

10:00 AM

MAR 13 2017

CONNIE HARTMANN, COUNTY CLERK
LAMPASAS COUNTY, TEXAS

Rebecca Steege DEPUTY

THE STATE OF TEXAS
COUNTY OF LAMPASAS



I, Connie Hartmann CLERK OF THE

County Court in and for the County do hereby certify that the foregoing instrument
with its certificate of authentication was filed for
record in my office on the 13th day of March 2017 at 10:00 o'clock a M
and duly Recorded the 13th day of March 2017 at 10:30 o'clock a M
deed Records of said County, in Vol. 528 on page 380-398

WITNESS my hand and seal of the County Court of said County, at office in Lampasas, Texas
the day and year last above written

ajf doornik Deputy

Connie Hartmann Clerk
County Court of Lampasas County