

CERTIFICATE OF SECRETARY
of
PARK LAKES PROPERTY OWNERS ASSOCIATION, INC.
regarding
BOARD RESOLUTION
adopting
ENTRY GATE POLICY

STATE OF TEXAS §
 §
COUNTY OF HARRIS §

I, _____, Secretary of Park Lakes Property Owners Association, Inc. (the "**Association**"), do hereby certify that at a meeting of the Association's Board of Directors (the "**Board**") duly called and held on the ____ day of _____, 2025, with at least a majority of the members of the Board being present and remaining throughout, and being duly authorized to transact business, the following resolution was duly made and approved by a majority vote of the members of the Board:

RECITALS

1. Article VII of the Declaration of Covenants, Conditions and Restrictions for Canyon Gate at Park Lakes ("Declaration") recorded in the Official Public Records of Real Property of Harris County, Texas, under County Clerk's File No. RP-2021-524555 provides, in pertinent part:

Article VII. Access. The Association will maintain the access control stations and access gate systems for the Property. The Association will also determine whether and to what extent access control systems will be manned and, if so, the required qualifications for persons manning the access control system.

Gate access cards, EZ Tags, remotes or other automatic gate devices will be paid for by each Owner of a Lot in the Property, at a rate determined by the Board of Directors of the Association. The Association may require all Owners of Lots and their family members, tenants and other permanent residents to maintain identification stickers on each of the vehicles. Each Owner of a Lot must provide to the Association the Owners regular and emergency telephone numbers.

2. Article IX, Section 9.1 of the Declaration provides, in pertinent part:

Section 9.1. Enforcement. The provisions of this Declaration will run with the Property and be binding upon and inure to the benefit of and be

enforceable by Developer, the Association, each Owner, lessee and other occupant of a Lot in the Property, or any portion thereof, and their respective heirs, legal representatives, successors and assigns. Provided that, only the Association has the authority to enforce the provisions in Section 5.1 of this Declaration relating to the payment of Annual Assessments and other sums payable to the Association. If notice and an opportunity to be heard are given as provided by law, the Association is authorized to impose reasonable fines for violations of the provisions of this Declaration or any other Dedicatory Instrument of the Association and to collect reimbursement of actual attorney's fees and other reasonable costs incurred by it relating to violations of the provisions of this Declaration or any other recorded Dedicatory Instrument of the Association. Such fines, attorney's fees and costs will be added to the Owner's Annual Assessment account, secured by the lien established in Article V of this Declaration, and collected in the manner provided in Article V of this Declaration. In the event any one or more persons, firms, corporations or other entities violate or attempt to violate any of the provisions of this Declaration, Developer, the Association, each Owner, lessee or other occupant of a Lot within the Property, may institute and prosecute any proceeding at law or in equity to abate, preempt or enjoin any such violation or attempted violation or to recover monetary damages caused by such violation or attempted violation.

3. Article III, Section 21(b), of the By-Laws of Park Lakes Property Owners Association, Inc. provide, in pertinent part:

Section 21(e). Board Authority. The Board of Directors has the authority, but not the obligation [unless otherwise provided for in the law or the Association's Dedicatory Instruments (as that is defined in Section 202.001(1) of the Texas Property Code)], to do the following (by way of explanation, but not limitation):

b. Provide for the operation, care, upkeep, and maintenance of the Common Area, including establishing rules and regulations governing the use of the Common Area and establishing fines and/or penalties for the infraction thereof including, but not limited to, suspending a Member's right (or a tenant's right) to use the Common Area to the extent allowed by law.

4. The Board desires to standardize the policies and procedures relating to guests and invitees entering the Community by adopting this "Entry Gate Policy."

WITNESSETH:

The Board hereby adopts the following Entry Gate Policy:

ENTRY GATE POLICY

1. Definitions

Capitalized terms used in this Entry Gate Policy have the same meanings as that ascribed to them in the Declaration, unless otherwise indicated below. Some terms defined below are also defined in the Declaration; they are included in this Policy for convenience in reviewing and interpreting this Policy.

- 1.1 **Association.** Park Lakes Property Owners Association, Inc., a Texas non-profit corporation, its successors and assigns.
- 1.2 **Board of Directors or Board.** The body responsible for administration of the Association, selected as provided in the By-Laws and generally serving the same role as a board of directors under Texas corporate law.
- 1.3 **Bylaws.** The Bylaws of the Association, as amended or supplemented.
- 1.4 **Community.** Park Lakes Community.
- 1.5 **Declaration.** Declaration of Covenants, Conditions and Restrictions for Canyon Gate at Park Lakes ("Declaration") recorded in the Official Public Records of Real Property of Harris County, Texas, under County Clerk's File No. RP-2021-524555, as amended or supplemented
- 1.6 **Owner.** One or more persons who hold record title to a Lot, but excluding in all cases a party holding an interest merely as security for the performance of an obligation. If a Lot is sold under a recorded contract of sale, then upon recording of such contract, the purchaser (rather than the fee owner) will be considered the Owner, unless the contract otherwise provides.
- 1.7 **Policy.** This Entry Gate Policy for Park Lakes Property Owners Association, Inc.
- 1.8 **Properties.** All real property subject to the Declaration and the jurisdiction of the Association.
- 1.9 **Resident.** (i) Each Owner residing in his/her residence; (ii) each person residing in a residence who is a bona fide tenant of the Owner of that residence; and (iii) each person residing in a residence other than an Owner

or bona fide tenant.

1.10 **Rules.** The Rules set forth in Section 3 of this Policy.

1.11 **Visitor.** Any individual in the Community who is not a Resident. The term includes, but is not limited to, a Resident's invitees and guests, contractors, builders, service providers and delivery persons.

2. Introduction

The Board of Directors has adopted this Policy pursuant to the authority granted to it by the provisions of the Declaration and Bylaws. This Policy is adopted by the Board to facilitate objectives and the intent of the Declaration. All Owners, Residents and Visitors must comply with the Rules. Owners are responsible for and must insure that their Visitors comply with the Rules.

3. Rules

3.1 Gate access cards, EZ Tags, remotes or other automatic gate devices will be paid for by each Owner of a Lot in the Property, at a rate determined by the Board of Directors of the Association. The Association may require all Owners of Lots and their family members, tenants and other permanent residents to maintain identification stickers on each of the vehicles. Each Owner of a Lot must provide to the Association the Owners regular and emergency telephone numbers.

3.2 Each Visitor arriving at a gate in the Community by vehicle is required to provide a valid driver's license.

3.3 The following is a list of Approved Documents that may be presented at a gate for pedestrian (i.e., non-vehicular) entry into the Community:

- A valid Identification Card;
- A valid driver's license.

3.4 A Visitor that does not have a valid driver's license for vehicular access or, for purposes of pedestrian access, an Approved Document, will not be allowed entry into the Community. Provided that, for purposes of pedestrian access, an Owner or Resident may escort a Visitor that does not have an Approved Document from a gate into the Community after signing the Visitor in.

I hereby certify that I am the duly elected, qualified and acting Secretary of the Association and that the foregoing resolution was approved as set forth above and now appears in the books

and records of the Association.

TO CERTIFY which witness my hand this the ____ day of _____, 2025.

**PARK LAKES PROPERTY OWNERS
ASSOCIATION, INC.**

By: _____

Printed: _____

Its: Secretary

STATE OF TEXAS §
 §
COUNTY OF HARRIS §

BEFORE ME, the undersigned notary public, on this ____ day of _____, 2025 personally appeared _____, Secretary of Park Lakes Property Owners Association, Inc. known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he/she executed the same for the purpose and in the capacity therein expressed.

Notary Public in and for the State of Texas