

1 ADOPTED 20 FEBRUARY 1988
 2 REVISED 18 FEBRUARY 1989
 3 REVISED 15 FEBRUARY 1990
 4 REVISED 21 FEBRUARY 1991
 5 REVISED 27 FEBRUARY 1992
 6 REVISED 24 FEBRUARY 1994
 7 REVISED 23 FEBRUARY 1995
 8 REVISED 29 FEBRUARY 1996
 9 REVISED 27 FEBRUARY 1997
 10 REVISED 26 FEBRUARY 1998
 11 REVISED 25 FEBRUARY 1999
 12 REVISED 24 FEBRUARY 2001
 13 REVISED 28 FEBRUARY 2002
 14 REVISED 27 FEBRUARY 2003
 15 REVISED 24 FEBRUARY 2005
 16 REVISED 23 FEBRUARY 2006
 17 REVISED 22 FEBRUARY 2007

REVISED 28 FEBRUARY 2008
 REVISED 26 FEBRUARY 2009
 REVISED 25 FEBRUARY 2010
 REVISED 24 FEBRUARY 2011
 REVISED 23 FEBRUARY 2012
 REVISED 28 FEBRUARY 2013
 REVISED 26 FEBRUARY 2015
 REVISED 25 FEBRUARY 2016
REVISED 23 FEBRUARY 2017

ALAMO AREA SKP CO-OP/RETREAT OF TEXAS, INC.

**STANDING RULES
 ARTICLE I**

GOLDEN RULE

This Co-Op is based on the principle of sharing and caring and will fulfill the expectations of all only if these principles are implemented. We should remember the “*Golden Rule*” in all our dealings with each other, and should remember that a successful cooperative requires the sharing of knowledge, labor, and time for the mutual benefit of all. These rules are written in this spirit to provide standards by which all can live together in harmony.

SECTION 1: STANDARDS OF CONDUCT

- 2-24-94 A. All members are encouraged to serve on one of the committees and in the numerous activities which ensure the smooth running of the facility.
- B. Members shall not attempt to impose personal preferences on others.
- C. Noise shall be kept to a minimum. Quiet hours are from 10:00 p.m. to 8 a.m. No generators, power mowers, power tools, motorcycles or any other noisy equipment are to be used during quiet hours.

ARTICLE I, Section 1(continued)

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50

2-15-90

D. Use of the clubhouse facilities is on an “All Members” basis, with programmed Co-Op/Bluebonnet activities taking priority over private individual or subgroup uses, Minors using the facility will be supervised by a responsible adult. Individuals, or groups sponsoring activities in the clubhouse are responsible for the cleanup.

E. Any member becoming unruly in the clubhouse will be asked to leave.

2-15-90

F. Dogs and cats are to be controlled at all times. Controlled is defined as being within a fenced lot, tied, or on a maximum length leash of ten (10) feet with the pet owner at the other end. All droppings within the park shall be promptly picked up by the pet owner and disposed of properly.

G. Members with dogs will prevent them from continuously barking. It is best not to leave them unattended because of the barking.

H. Nothing will be attached to, placed on, draped over or leaned on the perimeter fence.

2-24-94

I. All members are required to leave a forwarding address and a person/persons to notify in case of a death, an emergency or whatever else may happen that involves their assigned lot.

2-24-94

J. Members shall sign an authorization upon becoming a member entitling the Co-Op to sell the membership and all appraised improvements in the event of the death of a single member or a surviving spouse after six (6) months of the date of death if no information is received before the six (6) months date. The Co-Op will hold the proceeds in a trust account until the Co-Op is legally instructed by an executor, administrator or family member of authority to disburse said fund to the deceased members’ estate.

2-22-01

2-28-02

K. All complaints (grievances) must be in writing on the official Grievance Form and signed. No action will be taken on verbal complaints. The person(s) accused must be shown the signed complaint (grievance). The complaint (grievance) will be turned over to the Grievance committee. The Grievance Committee will maintain a record of all complaints (grievances) for a period of three (3) years.

2-26-09

L. Anyone that has been asked to leave the Co-Op for violation of our rules, or who has left without paying, will not be allowed to stay in our park and they may not be added to our Active Waiting List.

2-26-15

2-23-17

M. All motorized vehicles, such as golf carts and scooters, shall be operated in the park by adults only. **Motorized vehicles, bicycles, skateboards,**

ARTICLE I, Section 1(continued)

roller skates and scooters are not allowed to be ridden or parked on any CO-OP sidewalks or the clubhouse patio. Aids for handicapped are exempt.

2-23-17 N. No animal will be allowed in any CO-OP building, except for certified service animals acting as an aid for a person. Animals are allowed in the clubhouse for shelter when weather becomes life threatening.

SECTION 2: FINANCE

2-28-08 A. Laundry income, after a 25% deduction from the gross for
2-29-96 an Equipment Replacement Reserve, will be applied to The Annual
2-23-06 Operating Fund.

2-24-94 B. Lot rental income, after any credits to members, will be
2-29-96 applied to the Annual Operating Fund.

2-28-13 C. The Membership Transfer Fee applies to prospective Members
only and this fee will be applied to the General Construction Fund.

2-28-13 D. An Infrastructure Reserve Account was created to minimize
the amount of a potential assessment for the repair of, or
improvement to the Park's infrastructure. Expenditure of funds
from this account may or may not result in an increase in the value
of the Membership. Funds in this account will only be used for the
following services/systems.

- 1. Electrical
2. Septic/Sewer
3. Drinking water
4. Drainage
5. Roads

Funds for this account require an initial payment in the amount of
\$200.00 followed by an annual payment of \$100.00 from each
Membership. The initial payment is due when the Membership is
awarded. The annual payment is due prior to the Annual
Membership Meeting.

Members who decide to relinquish their Membership will be
refunded the amount they have paid into this account prior to
1 September 2013. This refund will be deducted from the
Infrastructure Reserve Account. If funds are used from this account
that results in an increase in the value of the Membership, the
amount of the refund will be reduced by the amount that the value
of the Membership has increased.

ARTICLE I (continued)

SECTION 3: CLUBHOUSE

- 2-23-95 A. With the exception of furniture rearrangement, no changes (moving established areas, wiring, heating, plumbing, etc.) will be made in or around the clubhouse unless previously approved by the Board of Directors at an open Board Meeting.
- 2-23-95 B. All clubhouse remodeling, renovations and/or structural changes must be recommended by the appropriate committee and approved by the Board of Directors.
- 2-28-13 C. The position of Clubhouse Coordinator is a Board of Directors acknowledged position. The volunteer for this position will be approved by the Board of Directors as necessary.

ARTICLE II INDIVIDUAL SITES

SECTION 1: OPERATION

- 2-23-95 A. In addition to the basic inhabitable rig, two (2) motorized (non-RV*) passenger type vehicles will be allowed on each lot provided a clearly defined parking pad is provided adjacent to the original pad.

(* See Appendix A)

*If a RV is used as the sole means of primary transportation available to the member, then a waiver will be issued and placed in said member's file to allow for that, and only that, additional RV on that member's lot. Provided it is not hooked up to utilities or inhabited, except for loading and unloading or minor maintenance an additional RV type vehicle may be parked on the lot for a period of no longer than 48 hours without a permit. Under extenuating circumstances, this time may be

2-23-17 extended with a permit issued by the **Office**.

1. At no time will a vehicle parked on a member's lot be allowed to protrude beyond the front property line.
2. On-street parking (car/pickup/van, etc.) is permitted only on a temporary basis (no more than forty-eight (48) hours without a permit). All on-street parking of RV type vehicles will be by permit only. Members' consideration is encouraged to preclude inhibiting traffic.

- 2-23-95 B. Only collapsible or retractable clotheslines are permitted on individual lots and are considered a lot improvement item and must be approved by the Lot Improvement Committee.
- 2-22-01 C. RV's shall be placed on the pads provided on each lot.

ARTICLE II, Section 1(continued)

Additional storage for extra RV's, vehicles, boats, dismantled campers, slide-ins, etc., has been provided elsewhere, and such storage will not be permitted on the lots. As an exception car dollies will be permitted on individual lots as long as they are pushed up under the RV.

- 2-25-90 D. No business solicitation signs will be erected on lots.
- 2-27-03 Permanently installed signs on vehicles will be allowed. Members will not solicit other members by use of outside businesses, Post Office, UPS, FEDEX, etc. or door to door.
- 2-27-97 E. Solicitation within the Park will be by invitation only and generally will be discouraged. Exceptions may be made for local civic organizations. Individual unsolicited transactions will not be subject to any assessment by the CO-OP.
- 2-27-97 F. Propane clothes dryers and cold water washers are allowed in sheds. Washers installed in an RV must have an approved lint trap to drain into the park septic system. Otherwise it will have to drain into an approved drywell. If installed in the shed it shall only drain into an approved drywell. This privilege may be revoked if water running into a drywell becomes a nuisance or health hazard. Use biodegradable and non-phosphate detergent. Underground water and electric are permitted if installation is approved by the Lot Improvement Committee.
1. The only appliances that will be a part of the value of the shed will be air conditioner and wall heater. Items such as propane clothes dryer and cold water washer will be disposed/removed etc. at owner's expense.
- 2-22-07 G. The first space in the temporary storage area is free. A second space, if available, will be charged for at a monthly rate established by the Board of Directors. Only currently state licensed units may be parked in the storage area.
- 2-29-98 H. **Cactus is the Member's responsibility to remove from the Park. It is the Member's responsibility to dispose of all trash, other than household trash, outside of the Park at the Member's expense.** Members shall never use salt for weed control on their sites. No soil sterilizers/sterilants (such as but not limited to, PRAMTOL) may be used.
- 2-28-13 **Members shall notify the LSC Office prior to dumping anything on the burn pile or any CO-OP property.**
- 2-23-17
- 2-27-03 I. Walking through or across a member's lot is not allowed, whether a member is in residency or not, unless written and signed permission from the lot member/members is on file in the office. While the lot is

ARTICLE II, Section 1(continued)

being rented, no walking through or across is allowed at any time.

2-27-03 J. Nonmembers will not be permitted to use a rental site as a temporary residence for outside employment.

2-27-03 K. Solicitation of businesses for donations allowed with prior approval of the Board of Directors or the Bluebonnets. Solicitations to be made using a printed letter/request only.

2-28-08 L. **Neither bamboo nor trees will not be planted on CO-OP property.** Trees on individual's lots will be maintained by the membership of that lot. Trees must be trimmed so that they do not infringe on their neighbor's lot. **Any other plants** may not be planted closer than 5 feet from the leach field and property lines. Trees and other plants must be kept trimmed so that they do not extend into the road in a manner which could cause a safety issue such as obstruction to visibility or interfering with traffic. Street side plants must be maintained in a manner which will reflect positively on the general appearance of the park.

2-23-06 M. Electric ranges and electric cook tops in recreation vehicles are not allowed to be used in the park.

2-26-09 N. When a membership is made available for sale, the member must provide a certificate of insect/pest inspection. The inspection certificate must not be more than 6 months old.

2-25-10 O. A non LSC member SKP may occupy a member's lot or RV at no rental fee, except for electricity used, for a maximum of one (1) month in a twelve (12) month period. Said non LSC member SKP may occupy no other lot, at no rental fee, during the remainder of the twelve (12) month period. Should the non LSC member SKP desire to stay beyond the one (1) month period, they must occupy a lot in the rental pool at the current rental rate.

2-24-11 P. When a membership is made available for sale, the membership holder is responsible for correcting all damages, caused or neglected by the membership holder and identified by the Lot Improvement and Appraisal Committee, before the sale of the membership can continue.

2-28-13 Q. When a membership and any improvements (herein referred to as "lot") goes out for sale and the member has agreed and signed the seller's appraisal letter, the lot moves forward for sale and must proceed to the CO-OP and/or the Active Waiting List (hereinafter referred to as the "AWL"). If a lot has been sent out to the full AWL for a minimum of two times and has not sold, the current member has the option of withdrawing the lot from sale.

ARTICLE II, Section 1(continued)

R. If a Membership lot does not sell, the member must decide to continue at the current price or reduce the price of the improvements. If the subsequent member on this lot decides to sell his/her membership, they may not receive compensation greater than their initial investment (By-Laws: Article II, Section 6, D.1) unless they have added approved improvements. If they have removed an approved improvement from the lot, which was not added by them, the Appraisal Committee will determine the original cost of that improvement and reduce its value by the same percentage as the original reduction of the overall improvements. This amount will then be subtracted from the total value of the improvements.

2-23-17 S. Members may wash their vehicle on their Membership lot, provided they comply with any water restrictions imposed.

2-23-17 T. All household trash shall be tied securely in plastic bags prior to being placed into the dumpsters. All cardboard boxes and plastic bottles will be broken down or smashed before being placed into the dumpsters. Only household trash may be disposed of in the dumpsters. Hazardous materials such as motor oil, batteries, insecticides, garden chemicals, construction materials, etc., will not be placed in the dumpsters.

SECTION 2: CONSTRUCTION

A. Fences are to be a maximum of four (4) feet in height and not more than fifty percent (50%) closure per linear foot.

B. A maximum of 2,000 square feet of ground may be covered, including the original pad. Neither plastic nor any construction can be placed over the leach area between the pad and the lot line. A shed not fastened to a slab must be secured by mobile home anchors, or something similar.

2-24-00 C. Any overhead television, radio or short-wave antenna may be a maximum of 35 feet from the ground unless erected in the vicinity of the overhead power lines shall be limited in height so that in the case of overturning it will clear the power line conductors by a minimum of six (6) feet.

2-23-06 D. All patio awnings must slide in the mounting rail along the side of the RV and cannot be free standing. All patio awnings are not to exceed more than 10 feet in width and are not to exceed the length of the RV. Awnings constructed of any material other than standard RV awning materials (examples: vinyl, acrylic or canvas fabric) are not permitted. Any awning requiring support touching or fastened to anything other than the RV, with the exception of conventional RV awning arms are not permitted.

2-22-07 E. All future park trailers coming into the Lone Star Corral must be approved by the Board of Directors and shall contain a factory installed

fossil fuel heating system. HVAC ground mounted units are no longer allowed (effective February 22, 2007). Existing park trailers with HVAC ground mounted units may be moved to a new site within the Park provided they have a fossil fuel heater installed, meet all other By-Laws and Standing Rules, and have Board of Directors approval. Specifically, Standing Rule Article II, Section 3, Paragraph J, (limiting the heat system to 25 amperes current), must be met.

2-28-98 F. Any building material including flooring, interior wall, ceiling, exterior siding, door, windows and roofing that has a greater cost and/or longer life than the original material, qualifies as an upgrade material. When an upgrade material is used, the leaseholder is allowed the difference in cost between the original material and the new (upgrade) material at the time of installation, plus 100% of the material cost for labor. If the upgrade material is installed by a contractor, the total labor cost is allowed.

G. Any leaseholder replacing an original material with the same material is considered maintenance because there has been no value added to the lot.

SECTION 3: MAINTENANCE AND SAFETY

2-24-94 A. Each Member is required to maintain his own lot. Grass and weeds must be cut. No litter and junk or accumulation of combustible material may be lying around. Lawn and barbeque equipment, bicycles and motorbikes may be kept outside. Household appliances such as refrigerators, washers, etc. will be kept indoors.

2-24-94 B. When a member lot is vacant, the CO-OP can perform any necessary maintenance and bill the member.

2-27-03 C. The septic system requires that only RV toilets be used with biodegradable agents (enzymes not formaldehyde agents) to be used. No coffee grounds, egg shells, zinc, cigarette butts, phosphates, formaldehyde or garbage disposal will be used with the system. A threaded type fitting must be made between sewer and RV hose.

Leaking sewer hoses must be promptly corrected. The front of the leach field on each lot must be clearly identified by using a four (4) foot long barrier of landscape timber, rocks or other material to prevent the leach field from being driven over. There will be no parking on the leach field, which is an area four (4) feet wide and thirty (30) feet long on the parking pad side of the lot.

2-12-91 D. For fire safety, a separate fifty (50) foot hose with a nozzle will be connected to the second water valve at all times, whether in residence or not.

2-24-94 E. Any member whose lot is adjacent to a green area may care for the green area if he has a letter on file approved by the Landscape Committee.

ARTICLE II, Section 3(continued)

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50

2-24-94 F. The easement behind each lot is the responsibility of the member of that lot.

2-24-94 G. Small (150 gallon or less) permanent propane tanks may be installed on lots as long as Texas Railroad Commission specifications are complied with. Placement of propane tanks must be approved by the Lot Improvement Committee in accordance with all Texas Railroad Commission specifications and must be inspected by Texas Railroad Commission authorized representative. Propane and/or butane bottles (tanks) installed as original equipment on RV's, vehicles, and barbeques will be allowed. Propane/butane bottles (tanks), or welding gas bottles (tanks), will not be allowed to be stored in sheds.

2-15-90 H. No open fires are permitted on individual sites. Open fires will be permitted only on the clubhouse green area as long as a suitable fire ring or fireplace is installed and fires are continually attended. No garbage, plastics, roofing, rubber or other odorous materials will be burned.

2-28-02 I. The use of both the 30 ampere and 50 ampere power plugs together is prohibited. In no case shall the 110 volt, 30 ampere plug be modified to provide 220 volt power, and no connections can be made inside the site power distribution box other than the 20 ampere connection for the shed.

2-24-05 J. HVAC (Heating, Ventilating, and Air Conditioning) units used with Park Trailers and are mounted separately from the Park Trailer shall be limited to 25 amperes maximum current.

2-23-06 K. The utility pedestal is park property. There shall be no digging, opening or tapping into any electrical panels or water lines. Any connections to the utility pedestal must meet all safety codes and be documented in such a fashion that the locations of said additions can be found. Any water line connection directly connected to the park utility system and must have a back flow valve. All utility pedestals must be accessible on three sides. All pedestal electrical panels shall be accessible by an unobstructed entrance or passageway not less than two feet wide as per the National Electrical Code. When an inspection reveals unauthorized tampering with the park pedestal electrical panel and/or park water lines, the current member will be charged for any corrections or replacements of the electrical panel and/or park water system. If the tampering is forbidden, fails to meet current codes, or degrades the quality of the park systems, the said lot may not be placed in the rental pool or sold until all the pedestal electrical panel and/or park water system parts and pieces have been restored to approved conditions. Electrical panel and/or water line corrections will be completed by a competent electrician and/or plumber.

2-28-13 L. No permanent connection of any type will be made between the potable water system and black water holding tank flushing system.

ARTICLE II, Section 3(continued)

2-23-17 M. All Members prior to using Park equipment must check in at the LSC Office, follow the equipment checklists and be trained by an individual designated by the Vice-President.

**ARTICLE III
COMMITTEES**

A. Standing Committees

1. All standing committees shall have approved guidelines. The approved guidelines of a standing committee will stand as approved until the committee or majority of the membership desires to make a change.

a. All new guidelines, rewrites or changes of a standing committee must be presented to the Board of Directors for approval by majority vote of the board.

b. The Board of Directors must insure the guideline does not have unsupported rules or conflicts with Bylaws and Standing Rules and is within the description and purpose of the standing committee. A committee guideline shall not make a rule. If the Board of Directors determines a discrepancy or discrepancies require correction, the Board of Directors will ask the committee to correct the guideline. The committee will simply correct the discrepancy or discrepancies before the Board of Directors sign the approval.

2. Any member is eligible to be a member of a Standing Committee

a. If both members of a single membership are on the same committee only one vote may be cast and committee paperwork requiring approval signatures may be signed by only one member on that single membership.

b. It is understood that some committees have membership limitations written in the Bylaws and/or Standing Rules and these limitations shall be followed.

2-27-03 B. The Board will approve a chairperson for each committee and, if possible, a vice-chairperson. The chairperson will preside over the meetings of their respective committee and will call meetings as necessary. The chairperson will ensure that the members understand the duties of the committee and will advise the Board of Directors of the composition of the committee and any change thereto. In the absence of the chairperson the vice-chairperson will perform the duties of the chairperson. No chairperson or vice-chairperson will be eligible to serve for more than four consecutive years in the same position.
2-22-07

ARTICLE III(Continued)

SECTION I: **AUDIT**

2-24-94 The Audit Committee will consist of at least three (3) members, who
 2-28-02 are neither Directors nor outgoing Directors, nor their co-members. The
2-23-17 Board Treasurer, the Bluebonnet Treasurer, the **Administrative Clerk** and
 Other officers of the Board and the Bluebonnet organization must make
 Available to the Audit Committee all records and assistance which the
 Committee deem necessary to conduct their audit.

SECTION 2: **ELECTION**

2-24-94 A. The Election Committee, consisting of at least three (3) or
 2-26-96 more members who are not Board members, their co-members, or a
 2-29-98 current Board candidate, is to assure that proper information is sent to
 members in regards to any voting by mail. Information shall
 include the following items sent to each membership: (1) a copy of the resume
 of each Board candidate, a copy of each proposed change to the Bylaws and a
 list of all Board members to be ratified; (2) a ballot for each matter to be voted
 on, with instructions on how to complete each ballot; (3) instructions to return
 the ballots in separate sealed envelope(s) marked "Official Ballot" with these
 envelopes placed in a larger envelope with the signature of each member and
 their lot number placed on the face. This sealed envelope will then be placed in
 a mailing envelope and returned to the Co-Op office. The sealed ballots shall be
 held at the Co-Op office under direction of the Election Committee until the
 Annual Membership Meeting where the votes are counted.

B. The procedure in which each envelope and ballot is handled is as
 follows: The mailing envelope may be opened at the Co-Op office by two
 members of the Election Committee and the "signature" envelope dated and
 placed in the ballot box. At the annual membership meeting, after the ballot
 box is "Closed", the tellers check the signatures against a list of qualified voters,
 improperly prepared ballots, duplicate and those of unqualified voters will be
 discarded. The voter is then checked off a list as having voted, and the inner
 envelope(s) placed into separate boxes. When all inner envelopes have been
 processed, they will be opened and tallied.

C. The Election committee is responsible for filling the slate of required
 candidates for Board Directors to at least one over the vacancies. They are also
 responsible for establishing controls for, and tallying votes, during the Annual
 Membership Meeting. It is recommended that co-members be discouraged
 from working on the election committee so that one may be free to attend the
 Annual Membership Meeting.

ARTICLE III(Continued)

SECTION 3: BYLAWS

- 2-24-94 The Bylaws Committee will consist of five (5) or more members who are not Board members. Committee members are responsible for the proposed amendments to the Bylaws and should carefully read and understand the relationship between the Articles, Sections and Paragraphs of the Bylaws. They should be prepared to defend and interpret their meaning and to assist members to prepare proposed amendments to the Bylaws. The committee shall verify that all petitions have been signed by minimum of thirty (30) of the membership before compiling the proposed amendments to the Bylaw, noting carefully the Articles and Sections affected. The proposed amendments from the Board, shall be prepared so the Board can submit them to the membership forty-five (45) days prior to the Annual Membership meeting. There should be PROS and CONS with all proposed Bylaw changes for clarification. CON comments offered by the By-Law Committee are to refer only to the proposed change. PRO comments are to be ignored by the committee.
- 2-24-05
2-25-10

SECTION 4: MEMBERSHIP

- 2-18-89 The Membership Committee, consisting of three (3) or more members who are not Board members, shall be responsible for maintaining the waiting list of the CO-OP as stated in the Bylaws, Article II, Section 3, and administering the lot selection procedure. The Membership Committee shall also maintain a file on future lot requests from the membership, noting the post date or date and time of the requests received, to insure proper seniority with the requests.

SECTION 5: APPRAISAL

- 2-18-89
2-29-96
2-24-00
2-24-11
- The Appraisal Committee shall consist of three (3) or more members who are not Board members. When a member relinquishes his lot and has completed all needed maintenance, this committee is to establish the value of all present improvements to that lot. Value is defined as the cost of existing improvements, taking into consideration the present condition of those improvements.

SECTION 6: GRIEVANCE

- 2-18-89
2-18-90
2-23-17
- The Grievance Committee, is to hear complaints of the members against the employees of the Park, the Board, or between individual members, if there appears to be an infringement of the Bylaws or rules. Committee members are obligated to maintain complete confidentiality on grievances both during and following membership on the Committee. Committee members are required to sign a Pledge of Confidentiality in order to be a member of the Committee. Discipline up to and including expulsion from the Committee will occur if a member violates the requirement for**

ARTICLE III(continued)

confidentiality. The Committee will consist of at least three (3) and a maximum of nine (9) members who are not Board members.

SECTION 7: MAINTENANCE AND CONSTRUCTION

2-23-17 This Committee will set the standards and requirements for the upkeep, maintenance, and appearance of all CO-OP structures and signage. They will review and develop, when necessary, all plans for any new construction and recommend to the Board of Directors and the Membership whether to use contractors or the self-help approach. A Board of Director on this Committee may not serve as Chair or Vice-Chair.

SECTION 8: LOT IMPROVEMENT

2-24-94 The Lot Improvement Committee will consist of three (3) or more
2-27-03 members who are not Board members. The Committee is to set safety and appearance standards for all improvements to Membership lots. In addition the Committee is to provide members with advice and guidance on lot development. The Committee is charged by the Co-Op Membership with the responsibility of approving in advance all permanent landscaping, all shed or other structural construction including fences. In the event a membership/lot is made available, this Committee will inspect the lot to verify that there are no By-Law or Standing Rule violations on the lot prior to its' being made available to the Members' list or the AWL. The Committee is also responsible for approving in advance any paving projects on a membership lot involving the use of asphalt, chip and seal, concrete, or any type of pre-cast blocks.

SECTION 9: LANDSCAPING

2-18-89 The Landscaping Committee, consisting of three (3) or more members who are not Board members, is to supervise the installation and maintenance of all plantings in the community areas of the CO-OP. They shall provide to the membership a list of plants, trees, and shrubs that are appropriate for this area of Texas and that would not be injurious to the septic drain fields.

SECTION 10: BUDGET AND PLANNING

2-28-08 The Budget and Planning Committee's membership shall include the Treasurer, as chairman, the **Administrative Clerk**, Bluebonnet Treasurer
2-23-17 Construction Committee Chairman, and two other members selected from the general membership. The Committee is to submit an Annual Budget for the CO-OP for the Board to consider. The Committee shall further examine in the closing month of the year any possible improvements to, or necessary maintenance needs of the Co-Op property, and to establish priorities and recommend the annual maintenance fee which, after being considered and

ARTICLE III(continued)

approved by the Board, shall be presented to the membership.
See Bylaws, Article III Section 4, Paragraph I.

SECTION 11: LAUNDRY

2-25-16 The Laundry Committee shall consist of at least three or more Members who are not Board Members. The Committee shall insure the operation of the laundry, the washers, the dryers, and the accounting of money generated by the usage of the laundry on an established schedule. The Committee will abide by current By-Laws and Standing Rules that directly affect the operation of the laundry.

SECTION 12: WI-FI

2-25-16 The Wi-Fi Committee shall consist of four more Members who are not Board Members and shall be responsible for maintaining the LSC Internet System. The Wi-Fi Committee shall establish the rules, the password(s), and other appropriate measures for usage by LSC Members and guests.

**ARTICLE IV
STANDING RULES**

SECTION 1: ADOPTION

These original Standing Rules of the corporation shall be considered and adopted or rejected at the Annual Membership meeting by a majority vote of the voting membership present.

SECTION 2: AMENDMENT

2-29-96 Standing Rules can be adopted, suspended, rescinded or amended at any Annual Membership meeting, without previous notice, by a majority vote of the voting membership present in person. Any member putting forth a standing rule proposal must submit a written proposal to the Secretary of the Board of Directors with copies for the membership on the day of the meeting before any second or vote for the motion is considered.

**ARTICLE V
GOVERNMENT**

SECTION 1: MEETINGS OF THE BOARD OF DIRECTORS

- 2-25-99 A. All Board Meetings will be open meetings including specially called meetings, with one hour prior to be used as a planning session with the exception of paragraph "D".
- B. Agenda items will be posted prior to each meeting.

ARTICLE V(Continued)

C. At the discretion of the Board, items will have a membership question and answer session and limit any discussion to that item only.

2-28-13 D. Executive sessions may be called by the President of the Board or any three Directors. These sessions will only be called for employee related issues, grievances or complaints not subject to review by the Grievance Committee, and Member personal issues. Executive session minutes will be kept, but will not be reported on except to note that such a meeting was held.

**ARTICLE VI
MISCELLANEOUS**

SECTION 1: MEETINGS

2-24-94 Town Hall meetings may be held at any time the clubhouse is available in accordance with Standing Rule Article I, Paragraph D. Any member may call this meeting giving notice to all members in residence in the park. Recommendations of the meeting will be presented in writing to the board of Directors for their consideration and answers per Bylaws, Article II, Section 5, Paragraph O.

SECTION 2: THE FLAGS

2-28-13 The American flag will be flown at half-staff as directed by the President
2-23-17 of the United States. The Texas flag will be flown at half-staff as directed by the Governor of the State of Texas and when the American flag is flown at half-staff. The LSC Park flag will be flown in concert with the American flag. Additionally, the LSC Park flag will be flown at half-staff upon the death of a current or former member, if and when the LSC is notified, for 3 days to show honor and respect to the departed member. The flags will not be flown during inclement weather.

SECTION 3: DOCUMENTS AND CORRESPONDENCE

2-23-06 Any and all park paperwork by the Board of Directors, Blue Bonnet Officers, Committee Chairmen (standing or special) must be properly signed and dated. If later revised, original date and revision date must be signed and dated.

SECTION 4: RETIREMENT COMMUNITY

2-24-11 In accordance with 24 CFR Part 100, the Alamo Area SKP CO-OP Retreat of Texas, Inc., is a Retirement Community as defined in the HOPA Act of 1995.

FOR INFORMATIONAL PURPOSES ONLY

Article III, Section 1, of these Standing Rules refer to our Bylaws, Article III, Section 4, Paragraph J, which reads “Audit Committee of three qualified persons, who are neither directors, nor outgoing directors, nor any Directors co-member, etc.

APPENDIX A

2-23-95

VEHICLES CATEGORIES

<u>RECREATIONAL VEHICLE</u>	<u>PASSENGER TYPE VEHICLES</u>	<u>EXEMPT</u>
<u>RV</u>		
Vehicles	Automobile	Golf Cart
Motor Coaches	Towed Car	Wheel Chairs
Class A	Tow Truck	Aids for the
Class B	Pickup w/o a shell	Handicapped
Class C	Pickup with a shell	
Minis	Non self-contained	
Motorized Bus	Vans (Not Class B)	
Conversions	2-Wheeled Motor Vehicle	
Trailer:		
Travel		
5 th Wheel		
Utility		
Campers:		
Pickup (slide in)		
Any other *self-contained rig		

Boats and/or boat trailers can only be parked on individual lots on a temporary basis with a permit.

*Self-contained can be determined on a case-by-case basis by the Board of Directors