

**AMENDED AND RESTATED BYLAWS OF
FOUR LAKES HOMEOWNERS' ASSOCIATION**

**ARTICLE I
PRIOR BYLAWS SUPERSEDED**

These Amended and Restated Bylaws of Four Lakes Homeowners' Association shall be effective as of the date approved and adopted by the Board of Directors, and shall supersede and replace any prior Bylaws.

**ARTICLE II
NAME AND LOCATION**

The name of the organization shall be FOUR LAKES HOMEOWNERS' ASSOCIATION, hereinafter referred to as Association. The principal office of the Association shall be designated by the Association Board of Directors. The Association may conduct any lawful business as Association.

**ARTICLE III
PURPOSE AND PARTIES**

- 1) Governance. The purpose for which this Association is formed is to manage and maintain the quality of the planned real estate development of the following additions:
 - (a) Four Lakes Addition, which is subject to the Declaration of Covenants and Restrictions recorded in Book 2880 at Page 368-386 of the records of the Grady County Clerk, and as amended in Book 2886 at Pages 85-88, and as amended in Book 2940 at Page 56-60, and as amended in Book 3006 at Pages 63-68,
 - (b) the Four Lakes Addition Phase 2, which is subject to the Declarations of Covenants and Restrictions for Four Lakes Addition Phase 2 recorded in Book 3077 Pages 225-231 of the records of the Grady County Clerk,
 - (c) the Four Lakes Addition Phase 3, which is subject to the Declarations of Covenants and Restrictions for Four Lakes Addition Phase 3 recorded in Book 3479 Pages 72-90 of the records of the Grady County Clerk,
 - (d) the Four Lakes Addition Phase 3-A, which is subject to the Declarations of Covenants and Restrictions for Four Lakes Addition Phase 3-A recorded in Book 3340 Pages 115-128 of the records of the Grady County Clerk, and
 - (e) the Four Lakes Addition Phase 4, which is subject to the Declarations of Covenants and Restrictions for Four Lakes Addition Phase 4 recorded in Book 5566 Pages 218-231 of the records of the Grady County Clerk.

The above Additions may be collectively referred to as the "Four Lakes Additions", which are situated in the County of Grady, State of Oklahoma, which property is more particularly described in:

EXHIBIT "A"

- 2) Owners Subject to These Bylaws; Acceptance of Bylaws. All present or future owners,

tenants, future tenants of any Lot within the Four Lakes Additions, or any other person who might use in any manner the Common Areas or any facilities or property of Four Lakes Additions or the Association are subject to the provisions and any regulations set forth in these Bylaws. The mere acquisition, lease or rental of any Lot or the mere act of occupancy of a Lot will signify that these Bylaws are accepted, approved, ratified, and will be complied with.

ARTICLE IV MEMBERSHIP

1. Membership. Any person, on becoming an owner of a Lot of the Four Lakes Additions, shall mandatorily and automatically become a member of this Association and be subject to these Bylaws. Such membership shall terminate without any formal Association action whenever such person ceases to own a Lot, but such termination shall not relieve or release any such former owner from any liability or obligations incurred under or in any way connected with this Association during the period of such ownership and membership or impair any rights or remedies which the owners have, either through the Board of Directors of the Association or directly against such former owner and member arising out of or in any way connected with ownership and membership and the covenants and obligations incident thereto.
2. Voting Rights. There shall be only one vote per one Lot owned. Co-owners or joint tenants may only exercise one vote. No fractional votes are allowed. No Lot owner who is not current on his/her/their annual dues may vote at any meeting.
3. Annual Meetings. Regular annual meetings of the voting members shall be held the 2ND Saturday of each November.
4. Special Meetings. Special meetings of the voting members may be called at any time by the Association President or by the Board of Directors or upon written request signed by a minimum of one-fourth (1/4) of the voting members.
5. Place of Meetings. The date, time and place of each meeting shall be set by the Board of Directors, which shall be designed to be as convenient as possible for all members to attend.
6. Notice of Meetings. Written notice of each meeting of the voting members shall be given by, or at the direction of, the Secretary or other person authorized to call the meeting, by mailing a copy of such notice, postmarked at least ten (10) days prior to such meeting, to each voting member entitled to vote thereat and addressed to each voting member at the address appearing on the official books of the Association or officially supplied by such member to the Association for the purpose of notice. Such written meeting notice shall specify the place, day and hour of the meeting, and in the case of a Special Meeting, the purpose of the meeting. Notice of the meeting shall also include notice of the subsequent meeting to be held in the event a quorum is not achieved at the called meeting. The mailing of notice in the manner provided in this paragraph shall be considered notice served.
7. Quorum for Meetings. At any Annual Meeting or Special Meeting of the membership of the Association, the presence at the meeting of fifty percent (50%) of the Association membership, represented in person or by proxy, entitled to cast a vote shall constitute a quorum. In the event a quorum is not present, then the meeting called shall be adjourned, and the new meeting for the same purpose shall be held within two (2) to four (4) weeks.

If notice has not already been given, notice of the new meeting for the same purpose shall be sent by mail within seventy-two (72) hours of the adjournment, at which new meeting the number of members represented in person or by proxy shall be sufficient to constitute a quorum.

8. Quorum for Action. An affirmative vote of a majority of the members represented either in person or by proxy, at a duly held meeting where a quorum is present, shall be required to transact the business of the meeting.
9. Proxies. Votes may be cast in person or by written proxy. Proxies must be filed with the Secretary of the Association before the appointed time of each meeting.

ARTICLE V ADMINISTRATION

- 1) Association Leadership. The association will be administered through a Board of Directors, whose selection or nomination, election, and term of office is defined by these Bylaws.
- 2) Responsibilities. The Association of the Four Lakes Additions is responsible for the appearance, maintenance, and repair of such common areas of the Four Lakes Additions and for enforcement of the Declaration of the Four Lakes Additions.
- 3) Fiscal Management. The provision for fiscal management of the Association for and on behalf of all of the members as set forth in the Declaration shall be supplemented by the following provisions:
 - (a) Fiscal Year. The fiscal year of the Association shall be the calendar year.
 - (b) Accounts. The funds and expenditures of the members by and through the Association shall be credited and charged to accounts as shall be appropriate, all of which expenditures shall be common expenses.
 - i.) All funds will be held in a FDIC-insured account.
 - ii.) A budget will be developed and presented to the membership at the annual meeting.

ARTICLE VI BOARD OF DIRECTORS

1. Governance. The affairs of the Association shall be governed by a President, Secretary, Treasurer and four other members. These Officers shall have no liability in law or equity for any claim or cause or action based on conflict of interest.
2. Number. The Board of Directors shall be comprised of seven (7) members. The Association shall try, but is not obligated, to ensure that at least one (1) Board Member is elected from each Phase of the Four Lakes Additions. However, if no Board Member is nominated from each Phase, then any Board Member may be elected, regardless of Phase.
3. Qualifications. Each elected member shall be a voting member of the Association in good standing. All dues and assessments must be current to be elected and to remain in office.
4. Term of Office. Each Director of the Board shall serve a term of three (3) years.
5. Removal. Any Director may be removed from the Board, with or without cause, by a

majority vote of the applicable Members of the Association. In the event of death, resignation or removal of a Director, his or her successor shall be selected by the remaining members of the Board and shall serve for the unexpired term of his or her predecessor. Unless fulfilling the unexpired term of the at-large member, the selected member shall live in the same section as the vacating member.

6. Compensation. No Director shall receive compensation for any service he or she may render to the Association. However, any Director may be reimbursed for his or her actual expenses incurred in the performance of his or her duties. Compensation does not include gifts of appreciation or condolences to any member or outgoing Director.
7. Nominations. Nominations of membership on the Board of Directors and all officeholders will be done orally during the annual meeting that a Director's term is expiring.
8. Election. Election to the Board of Directors shall be by secret, written ballot. At such election the members or their proxies may cast, in respect to each vacancy, as many votes as they are entitled to exercise under the provisions of the Declaration of the Four Lakes Additions. The persons receiving the largest number of votes shall be elected. Cumulative voting is not permitted.
9. Meetings of Directors.
 - (a.) Regular Meetings. Regular meetings of the Board of Directors shall be held at least quarterly without notice. Regular meetings shall be held at such place and hour as may be fixed from time to time by resolution of the Board. Directors may attend and participate by telephone or other device which permits all of the Directors in attendance to participate in such meeting.
 - (b.) Special Meetings of Directors. Special meetings of the Board of Directors shall be held when called by the President of the Association or by any two directors after not less than three (3) days' notice to each Director.
 - (c.) Quorum. A majority of the number of Directors shall constitute a quorum for the transaction of business. Every act or decision done or made by majority of the Directors present at a duly held meeting at which a quorum is present shall be regarded as the act of the Board.
 - (d.) Action Taken without a Meeting. The Directors shall have the right to take any action in the absence of a meeting which they could take at a meeting by obtaining the written approval of all the Directors. Any action so approved shall have the same effect as though taken at a meeting of the Directors.
10. Powers and Duties.
 - (a.) Powers. The Board of Directors shall have power to:
 - i.) Adopt and publish rules and regulations governing the use of the Common Area and facilities and personal conduct of the Members and of their guests thereon and to establish penalties for the infraction thereof;
 - ii.) Suspend the voting rights and right to use of the Common Area and recreational facilities of a voting Member during any period in which such member shall be in default in the payment of any assessment levied by the Association;
 - iii.) Exercise for the Association all powers, duties and authority vested in or delegated to this Association and not reserved to the membership by other provisions of these Bylaws or the Declaration;
 - iv.) Declare the office of a member of the Board of Directors to be vacant in the event such member shall be absent without prior approval of the Board from

- three (3) consecutive regular meetings of the Board of Directors;
- v.) To own, convey, encumber, lease or otherwise deal with Lots conveyed to it as the result of enforcement of the lien for common expenses or otherwise.
- vi.) To determine each year the advisability of election of tax exempt status;
- vii.) Employ and/or dismiss a manager, an independent contractor, or such other employees as they deem necessary, and to prescribe their duties.

(b.) Duties. It shall be the duty of the Board of Directors to:

- i.) Cause to be kept a complete record of all its acts and corporate affairs and to present a statement thereof to the members at the annual meeting of the voting members, or any special meeting;
- ii.) Supervise all officers, agents and employees of this Association and to see that their duties are properly performed;
- iii.) Fix the commencement date for annual maintenance assessments against all Lots owned and occupied by Owners;
- iv.) Cause the Association to prepare and maintain a roster of Lots, and Owners thereof, the assessments applicable thereto, and the status of the payment thereof, which shall be open to inspection by any Owner at reasonable times by appointment;
- v.) Upon written demand of any Owner, furnish within a reasonable time to any Owner liable for an assessment a certificate in writing signed by an officer of the Association setting forth whether said assessment has been paid. Such certificate shall be conclusive evidence of payment of any assessment therein stated to have been paid;
- vi.) Procure and maintain adequate liability and hazard insurance on property owned by the Association;
- vii.) Procure and maintain adequate Officers and Directors liability insurance on members of the Board of Directors;
- viii.) Cause the Common Area to be maintained;
- ix.) To do all things necessary and proper for the sound and efficient management of the development; and
- x.) Prepare a proposed annual budget which shall be presented to the Membership to approve at the Annual Meeting.

11. No Waiver of Rights. The omission or failure of the Association or any owner to enforce the covenants, conditions, restrictions, easements, use limitations, obligations or other provisions of the Declaration, the Bylaws or the regulations and rules adopted pursuant thereto, shall not constitute or be deemed a waiver, modification or release thereof, and the Board of Directors shall have the right to enforce the same thereafter.

ARTICLE VII OFFICERS

1. Designation. The officers of the Association shall be a President, Secretary and Treasurer, all of whom shall be members of and elected by the Board of Directors, and any such assistant officers as the Board shall, from time to time, elect. Such assistant officers need not be members of the Board of Directors, but each shall be an owner of a Lot.
2. Standing Committees. The Board of Directors may establish any committee it deems necessary in order to fulfill the Association's obligations under these Bylaws or any Declaration of the Four Lakes Additions. The Board of Directors shall appoint the

chairman of any committee, and each committee shall consist of a chairman and two or more members appointed by the chairman. The chairman shall be responsible for calling committee meetings as necessary. Each committee shall submit to the Board a proposed annual budget. No committee shall distribute information to the Membership or proceed with planned activities without approval of the Board.

3. Election of Officers. The Board of Directors shall select the officers of Association whose terms have expired, and shall hold office subject to continuing approval of the Board.
4. Removal of Officers. Upon an affirmative vote of a majority of the members of the Board of Directors, any officer may have his office removed either with or without cause, and his successor elected at any regular meeting of the Board of Directors, or at any special meeting of the Board called for such purpose. Members of the board may only be removed by vote of the owners as provided elsewhere in these Bylaws.
5. President The President shall be the chief executive officer of the Association. He or she shall preside at all meetings of the Association and of the Board of Directors unless he or she is absent. The President shall have all of the general powers and duties which are usually vested in the office of president of an association, including, but not limited to, the power to appoint committees from among the owners from time to time as he or she may in his or her discretion, decide are appropriate to assist in the operation of the Association or as may be established by the Board or by the members of the Association at any regular or special meeting.
6. Secretary.
 - (a.) The Secretary shall keep all the minutes of the meetings of the Board of Directors and the minutes of all meetings of the Association and shall have charge of such books and papers as the Board of Directors may direct; and shall, in general, perform all the duties incident to the office of Secretary and as is provided in the Declaration and the Bylaws.
 - (b.) The Secretary shall compile and keep up to date a complete list of members and their last known addresses as shown on the records of the Association. Such list shall also show opposite each member's name the number or other appropriate designation of the Lot owned by such member. Such list shall be open to inspection by members and other persons lawfully entitled to inspect the same at reasonable times by appointment.
7. Treasurer. The Treasurer shall have responsibility for Association funds and shall be responsible for keeping full and accurate accounts of all receipts and disbursements in books belonging to the Association. He or she shall be responsible for the deposit of all monies and other valuable effects in the name, and to the credit, of the Association in such depositories as may from time to time be designated by the Board of Directors.
 - (a.) The Treasurer shall compile and keep up to date a complete list of members, the assessments charged, and the assessments paid by each Lot Owner.
 - (b.) The Treasurer shall provide requested information in a timely manner about the assessment status of any Lot property upon a written request of any real estate agent or Title Company in the event of the pending sale of a property within the development.
 - (c.) The Treasurer shall file or cause to be filed any liens or other legal documents

resulting from the non-payment of assessments or penalties.

ARTICLE VIII INDEMNIFICATION OF OFFICERS AND DIRECTORS

1. Indemnification. The Association shall indemnify through insurance or other means every Director, Officer, their respective successors, personal representatives and heirs, against all claims, losses, costs and expenses, including counsel fees, reasonably incurred by him or her in connection with any action suit or proceedings to which he or she may be made a party by reason of his or her being or having been a Director or Officer of the Association except as to matters as to which he or she shall be finally adjudged in such action, suit or proceeding to be liable for gross negligence or willful misconduct. In the event of a settlement, indemnification shall be provided only in connection with such matters covered by the settlement, as to which the Association is advised by counsel that the person to be indemnified has not been guilty of gross negligence or willful misconduct in the performance of his or her duty as such Director or Officer in relation to the matter involved. The foregoing rights shall not be exclusive of other rights to which such Director or Officer may be entitled. All liability, loss, damage, cost and expense incurred or suffered by the Association by reason or arising out of or in connection with the foregoing indemnification provisions shall be treated and handled by the Association as common expenses; provided, however, that nothing in this article shall be deemed to obligate the Association to indemnify any member or owner of a Lot who is or has been a Director or Officer or the Association with respect to any duties or obligations assumed or liability incurred by him or her under and by virtue of the Declaration.

2. No Personal Liability. Contracts or other commitments made by the Board of Directors or Officers shall be made as agent for the members, and they shall have no personal responsibility on any such contract or commitment (except as members), and the liability of any member on such contract or commitment shall be limited to such proportionate share of the total liability thereof as common interest of each member bears to the total assets of the Association. Furthermore, a member's individual liability on a contract with a third party is to the Association only. Provided, the Association shall indemnify the Directors and Officers, their heirs, executors and administrators, against all losses, costs and expenses reasonably incurred by them in connection with any action suit or proceeding to which he/she may be made a party by reason of such person being or having been a Director or Officer of the Association, except as to matters wherein he/she shall be finally adjudged in such action, suit or proceeding, to be liable for or guilty of gross negligence or willful misconduct. The foregoing rights shall be in addition to and not exclusive of all other rights to which such Director or Officer may be entitled.

ARTICLE IX AMENDMENT TO BYLAWS

1. Amendment to Bylaws. These Bylaws may be amended by the Association at a duly constituted meeting called for such purpose or in any regular meeting so long as the notice of such meeting sets forth the complete text of the proposed amendment. No amendment by the Association shall be effective unless approved by an affirmative vote of a majority of the members present represented either in person or by proxy, at a duly held meeting where a quorum is present and the amendment is memorialized in writing and signed by the Board of Directors.

ARTICLE X
EVIDENCE OF OWNERSHIP, REGISTRATION OF MAILING
ADDRESS AND DESIGNATION OF VOTING REPRESENTATIVE

Proof of Ownership. Any person, on becoming an owner of a Lot, shall furnish to the Secretary a true and correct copy of the original or a certified copy of the recorded instrument vesting that person with an interest or ownership in the Lot, which copy shall remain in the files of the Association. A member shall not be deemed to be in good standing nor shall he or she be entitled to vote at any annual or special meeting of members until or unless ownership is recorded with the Grady County Clerk.

1. Closing and Acknowledgment of Restrictions. In conjunction with furnishing to parties such as closing agents, notice of any lien claim by the Association for unpaid dues and assessments, the Board of Directors shall require that any Purchaser of a Lot sign an acknowledgement of receipt of a copy of the Declaration and Bylaws. Copies of these instruments will be furnished by the Treasurer for this purpose to every Lot Owner, closing or transfer agent or Purchaser. The copy of the receipt from the Purchaser should be furnished by the Seller or the Seller's agent to the Treasurer.
2. Registration of Mailing Address. The owner or several owners of an individual Lot shall have one and the same registered mailing address to be used by the Association for mailing of annual statements, notices, demands and all other communications, and such registered address shall be the only mailing address of a person or persons, firm, corporation partnership, association or other legal entity or any combination thereof to be used by the Association. Such registered address of an owner or owners shall be furnished by such owner(s) to the Secretary within fifteen (15) days after transfer of title, or after a change of address, and such registration shall be in written form and signed by all of the owners of the Lot or by such persons as are authorized by law to represent the interest of the owner(s) thereof.
3. Designation of Voting Representative Proxy.
 - (a.) If a Lot is owned by one person, his right to vote shall be established by the record title thereto. If title to a Lot is held by more than one person or by a firm, corporation, partnership, association, or other legal entity, or any combination thereof, such owners shall execute a proxy appointing and authorizing one person or alternate persons to attend all annual and special meetings of members and thereat to cast whatever vote the owner themselves might cast if they were personally present. Such proxy shall be effective and remain in force unless voluntarily revoked, amended or sooner terminated by operation of law; provided, however, that within thirty (30) days after such revocation, amendment or termination, the owners shall reappoint and authorize one person or alternate persons to attend all annual and special meetings as provided by this Paragraph.
 - (b.) The requirements herein contained in this Article shall be first met before an Owner of a Lot shall be deemed in good standing and entitled to vote at an annual or special meeting of members.

ARTICLE XI
OBLIGATIONS OF THE OWNERS

1. Assessments. All owners shall be obligated to pay the annual dues imposed by the

Association to meet the common expenses. The assessments imposed hereunder shall be due and payable yearly in advance as provided in the Declaration. A member shall be deemed to be in good standing and entitled to vote at any annual or special meeting of members, within the meaning of these Bylaws, if, and only if, the Owner shall have fully paid all assessments made or levied against them and the Lot or Lots are owned by them, and the Owner is not in violation of any rule or regulation of the Association then in force.

2. Lien. The obligations of each owner to pay assessments shall be secured by a lien on the Lot in favor of the Association and such obligation shall survive any sale thereof.
3. General.
 - (a) Each owner shall comply strictly with the provisions of the recorded Declaration and these Bylaws and amendments thereto.
 - (b) Each owner shall always endeavor to observe and promote the cooperative purposes for the accomplishment of which the Four Lakes Additions were developed.
4. Use of Lots. All Lots shall be utilized only for residential purposes except as are otherwise provided in the Declarations and Plat Maps.
5. Use of General Common Areas. Each owner may use the general common areas, sidewalks, pathways, roads and streets located within the entire project in accordance with the purpose for which they were intended without hindering or encroaching upon the lawful rights of the other owners.

ARTICLE XII FINES, ABATEMENT AND ENJOINMENT OF VIOLATIONS BY OWNERS, DISPUTE RESOLUTION

The Board of Directors shall, at its sole option and discretion, have available the following power and authority for the enforcement of the Declarations, the Bylaws of the Association, and any Rules and Regulations duly adopted by the Board.

1. Abatement and Enjoinment. Subject to the provisions contained in this Article, the violations of any rule or regulation adopted by the Board of Directors, or a breach of any Bylaws, or a breach of any provision of the Declaration of the Four Lakes Additions, shall give the Board of Directors the right, in addition to any other rights set forth therein, after due notice to correct such violation, (i) to enter the Lot on which, or as to which, such violation or breach exists and to summarily abate and remove, at the expense of the defaulting Lot owner, any person, structure, thing or condition that may exist therein contrary to the intent and meaning of the provisions thereof, and the Board of Directors shall not be deemed guilty in any manner of trespass, and to expel, remove and put out, using such force as may be necessary in so doing, without being liable to prosecution or any damages thereof, and (ii) to enjoin, abate or remedy by appropriate legal proceedings, either at law or in equity, the continuance of any breach.
2. Imposition of Fines; Due Process. The Board of Directors may impose Fines for the violation of the Declarations.
3. Denial of Use of Amenities. Should any owner be in default in the payment of any dues, assessments, or other sums due under the terms of the Declaration of these Bylaws, or be

in violation of any of the terms of the Declaration, these Bylaws, or any rule or regulations then in force, after due notice to correct such violation, then in any of such events, such owner may be denied the use of any of the amenities until such default or violation is appropriately cured.

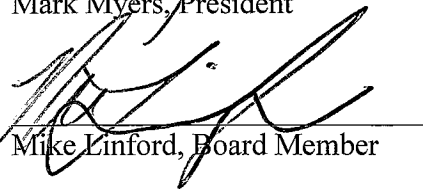
**ARTICLE XIII
EXECUTION OF DOCUMENTS**

All documents, contracts, instruments, checks or promissory notes shall be signed by two (2) members of the Board of Directors.

These Amended and Restated Bylaws of the Four Lakes Homeowners' Association were accepted and approved on the 3rd day of July, 2019.



Mark Myers, President



Mike Linford, Board Member



Regina Salsberry, Secretary



Ryan Clark, Board Member

*SIGNATURE PAGE OF AMENDED AND RESTATED BYLAWS OF
FOUR LAKES HOMEOWNERS' ASSOCIATION
July 3, 2019*