

**ELDRIDGE/WEST OAKS SUPER NEIGHBORHOOD COUNCIL BY-LAWS Approved
October 28, 2009, as Amended on October 28, 2024**

Article I. – Boundaries and Name

The Eldridge/West Oaks Super Neighborhood (the “Super Neighborhood”) is located in the City of Houston, Harris County, Texas, and is generally bounded by Dairy Ashford Road and West Houston Center Boulevard to the east; Buffalo Bayou to the north; city limits to the west; and city limits to Westpark Tollway to the south.

Article II. – Definitions

The following definitions pertain to terms contained within the Eldridge/West Oaks Super Neighborhood By-Laws:

Super Neighborhood – refers to the conglomeration of smaller, contiguous communities and stakeholders (as defined below) that fall within the boundaries set forth in Article I. above, established by the City of Houston.

Super Neighborhood Council – refers to the group of delegates appointed in the manner stated in these By-Laws to represent the residential stakeholders and stakeholder organizations existing within the Super Neighborhood boundaries cited in Article I. above. The make-up and voting authority of the Super Neighborhood Council (hereinafter, "Council") is set forth in subsequent provisions herein.

Stakeholders – refers to the residents and/or organizations situated in and owning property within the Super Neighborhood boundaries cited in Article I. above, including but not limited to, civic clubs, non-profit associations, community development corporations, faith-based institutions, school districts, and businesses.

Active and Participating Stakeholder Organizations – refers to those stakeholders appointing a delegate (and/or an alternate delegate) in accordance with these By-Laws to represent their community or organization on the Super Neighborhood Council. The term also refers to stakeholders that send a delegate (and/or an alternate delegate) to the general monthly meeting at least quarterly; otherwise, the stakeholder will be deemed "inactive."

Delegate – shall refer to the individual(s) appointed as designated stakeholder representative(s), in the manner set forth in these By-Laws.

Quorum– a quorum of the Council shall consist of one-third (1/3) of the duly designated, active and participating Council delegates.

Article III. – Purposes

Section 3.1 – The Council is organized for charitable, civic, educational, cultural, and general community improvement purposes, including one or more of the purposes specified in Section 501(c)(4) of the Internal Revenue Code, or corresponding section of any future federal tax code. An application may be filed with the Internal Revenue Service for the 501(c)(3) or 501(c)(4) non-

profit status, if and when so determined by the Council. The general purpose and power of the non-profit corporation, once established, is to have and exercise all rights and powers conferred on non-profit corporations under the Texas Non-Profit Corporation Act and other laws of Texas, of those powers which may hereinafter be conferred.

Section 3.2 – The general purposes for which this Council is organized shall be to promote the civic betterment and social welfare and well-being of those residents, business and property owners, and other stakeholder groups within the boundaries of the Super Neighborhood, and to promote and engage in activities for the use and benefit of all stakeholders within the Super Neighborhood, including but not limited to, (i) to seek a consensus and provide citizens with opportunities to advise the Houston City Council, Mayor’s Office and other entities on issues important to the Super Neighborhood; (ii) undertake a wide range of neighborhood improvement projects determined by the members; and (iii) with cooperation from the City of Houston, identify and develop solutions to mutual problems, and develop Super Neighborhood Action Plans (SNAP) to address them.

Article IV. – Membership

Section 4.1 – The Super Neighborhood shall be open to any civic, business, faith-based, nonprofit, educational, or other community-based organizations that are stakeholders in the Super Neighborhood’s boundaries. The Super Neighborhood shall be governed by a Council composed of duly designated delegates of any eligible stakeholder organization.

Section 4.2 – Participation in the Council shall not be limited by the imposition of membership requirements or fees either by the Council or participating organizations.

Section 4.3 – The Super Neighborhood strictly prohibits the exclusion of any individual or organization based on race, age, creed, color, religion, gender, sexual orientation or national origin from participating in Council activities or serving as a council delegate.

Section 4.4 – It shall be the right of any stakeholder within the Super Neighborhood to be represented, either through new or existing organizations or associations.

Article V. – Council Seats & Voting Authority

Section 5.1 – A delegate to the Council must be a designated stakeholder representative of the group they represent. All residential delegates shall live within and own residential property within the boundaries of the Super Neighborhood.

Section 5.2 – The number of Council seats and the manner in which they are elected may be amended in the same manner as these By-laws may be amended.

Section 5.3 – Each group, organization, or entity with a seat on the Council shall be allowed one vote which shall be cast by the delegate, or in his/her absence, by the designated delegate alternate (by written Proxy) on all matters voted on by the Council.

Section 5.4 – The Council will consist of the following active and participating stakeholder organizations, each having one vote on all matters brought before the Council:

Ashford Hills POA
Ashford Park I-V
Ashford Park VI
Ashford West HOA
Briarhills HOA
Briarhills POA
Briar Park CIA
Briar Village HOA & POA
Briarwood
Eagle's Trace
Houston West Chamber of Commerce
Lake at Stonehenge
Lakes of Parkway
Lakeside Enclave HOA
Parkhollow Place
Parkridge HOA
Parkway Villages Residential Association
Reflections HOA
Reflections on the Lake HOA
Shadowlake
Stonehenge I HOA
Terraces on Memorial
The Parkway Association
Westhollow Village HOA

These representative stakeholder organizations are for the purposes of illustration only, and shall not be construed as limiting the number of stakeholders eligible to participate in the future. As the number of stakeholder organizations participating in the Super Neighborhood increases, each newly participating stakeholder group shall appoint a delegate and the number of council seats shall likewise increase.

Section 5.5 – Each active and participating stakeholder on the Council shall provide an authorization letter stating their elected or appointed delegate and alternate delegate (hereinafter, “delegates”), including contact information, when that active and participating stakeholder initially joins the Super Neighborhood Council. Thereafter, a new letter must be provided whenever a

different delegate is elected or appointed. Letters are due immediately following the election or appointment of the delegates by the governing body of the active and participating stakeholder. Letters shall be furnished to the President of the Super Neighborhood Council. Delegates who fail to provide letters will not be counted as active, voting members of the Super Neighborhood Council.

Section 5.6 – [added on 1/9/2019] There has been a small number of individuals involved in the Super Neighborhood and its operations since prior to its recognition by the City of Houston. Hereinafter, these individuals will be known as the “Founder Delegates at Large.” The active, currently participating Founder Delegates at Large are: Johnny Lozano, Douglas Parrish, and Diane Guillerman. To maintain continuity in the purpose, history, and operations of the Super Neighborhood, the Founder Delegates at Large may participate in all Super Neighborhood monthly meetings, with voting power as set forth in these Bylaws (i.e., one vote per Founder Delegate at Large). These Founder Delegates at Large do not have to be specifically designated as a delegate of a particular homeowners’ association or other Super Neighborhood member in order to participate in the Super Neighborhood; however, if they are acting delegates for a stakeholder member, then they have only one vote. The Founder Delegates at Large are subject to all other Bylaws contained herein and as the Bylaws may be amended in the future. To prevent the Founder Delegates at Large from a “lifetime membership,” they may be removed as a Founder Delegate at Large for good cause in the same manner as set forth in Section 6.8 of these Bylaws, that is, by a two-thirds (2/3) majority vote of the Council where a quorum is present.

Article VI. – Officers

Section 6.1 – Officers shall be members of the Council. The elected officers of the Council shall be the President, Vice President, Secretary/s, and Treasurer. The elected officers may also be referred to as the Executive Committee.

Section 6.1.1 – The Executive Committee shall schedule and convene Super Neighborhood Council meetings and between meetings of the Council, act in its behalf to approve and set policies, evaluate projects, communicate with City government and City Council members, communicate with the Super Neighborhood Liaison, promote participation in City governance, and establish committees to carry out these and other functions as needed.

Section 6.2 – The President shall preside over all general meetings and any Executive Committee meetings. The President shall have the authority to conduct meetings and to maintain order.

Section 6.3 – The Vice President shall preside at meetings in the absence of the President and shall perform various duties.

Section 6.4 – The Secretary/s shall keep an accurate record of proceedings of all meetings, act as custodian of current records, and file and maintain up-to-date membership lists and attendance records, including any lists or records generated through email and other computer-based sources.

Section 6.5 – The Treasurer shall keep an up-to-date record of all financial transactions, receive all money, deposit funds in the bank, and disburse money as authorized by the Council. The

Treasurer shall present a report of finances at each general meeting of the Council. All checks disbursed shall contain the signatures of the Treasurer and one of the following officers: President or Vice President.

Section 6.6 –All officers shall be elected to two (2) year staggered terms at the regular Annual Meeting by a quorum of the Council's members. Elections of the President and Treasurer officer positions will be conducted in even years, and the elections for Vice-President and Secretary will be conducted in odd years. Eligible candidates for Executive Committee positions must be members of active and participating stakeholder organizations, as defined in these By-Laws.

Section 6.6.1 -- Announcement of the upcoming, open officer positions will be made at the general November meeting of the Super Neighborhood Council (as defined under the "Meetings" section of these By-Laws in Section 8.1; as of this amendment date, November is the last meeting of the calendar year. Announcements as to the open officer positions will also be made via email notification to those who have provided their email addresses to the Super Neighborhood Council for notification purposes. At the Annual Meeting of the Council, held in January of each year, nominations for the executive committee positions will be taken from the floor, the required voting will be conducted, and the elected officers shall be installed at the close of the meeting.

Section 6.7 – A vacancy in an executive committee position shall be filled through a special election by a simple majority of the Super Neighborhood Council. Nominations for vacancies will be taken from the floor in a regular monthly meeting as soon as the vacancy becomes known. Once the vacancy is announced, there shall be a thirty (30) day notice period prior to the election to fill the vacancy. Those individuals elected to fill vacancies shall assume office at the first general meeting following the special election and shall hold office until the next regular election of officers in the Annual Meeting of the Council.

Section 6.8 – Any executive committee officer who fails to meet the obligations and responsibilities of their office may be removed from that position by a two-thirds (2/3) majority vote of the Council where a quorum is present.

Section 6.9 -- The outgoing president will be given a seat on the council for a term of one (1) year thereafter in a mentorship role to encourage smooth transitions and a willingness to work together. The outgoing president will be a non-voting member and may only vote to break a tie.

Article VII. – Committees

Section 7.1 – The Council may establish such standing and special committees as it may require to pursue its stated purposes. Chairpersons of standing committees shall be appointed or removed by a majority vote of the Executive Committee.

Section 7.2 – Committee chairpersons shall appoint at least two additional committee members. All committees shall have at least three members.

Section 7.3 – Committee chairpersons and committee members need not be Council members, however, they must be a stakeholder, a representative of a stakeholder or potential stakeholder organization, and must be approved by the Executive Committee.

Article VIII. – Meetings

Section 8.1 – The general, monthly meetings of the Super Neighborhood Council shall be held at 7:00 p.m. on the second Wednesday of each month, except for the months of July, August and December; no meetings will be held during those months. If necessary, virtual meetings will be held in place of the general meeting at the discretion of the executive committee. A quorum is required for the transaction of business at a general meeting. All Council business will be conducted in open meetings where stakeholders may observe discussions and participate under the circumstances defined herein. Stakeholders are notified of the monthly meeting via email and the Super Neighborhood website calendar.

Section 8.2 – An individual wishing to address the Council shall sign a “Speakers List” at the beginning of the meeting and shall be allowed three (3) minutes to speak.

Section 8.3 -- The officers of the Super Neighborhood Council will be elected at the Annual Meeting of the Council, held in January of each year, as set out in Article VI.

Article IX. – Procedures

The most current edition of “Robert’s Rules of Order” shall be the guide for procedure in all points of order not covered by the By-laws.

Article X. – Amendment of By-Laws

These By-laws may be amended from time to time on an as needed basis by resolution in writing, presented at a meeting of the Council, read, posted, and approved at the following meeting by a simple majority vote of the Council where a quorum is present.

Article XI. – Prohibitions

No part of the net earnings of the Council shall inure to the benefit of, or be distributable to its members, officers or other private persons, except that the Council shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article III hereof. The Council shall not endorse or make monetary contributions to any candidate for public office or elected official.

THESE BY-LAWS DULY AMENDED BY THE COUNCIL TO BE EFFECTIVE ON THE 28TH DAY OF OCTOBER 2024. IN WITNESS WHEREOF, WE HAVE HEREUNDER SUBSCRIBED OUR NAMES.

Jeff Baker - President

Nick Kornuta - Vice President