



## ACC Appointment Process

*In accordance with the newly enacted Texas Property Code Sections 209.00506 and 209.00507, the following formal appointment process for the Architectural Committee has been established. This process aims to ensure transparency, fairness, and community involvement in the selection of committee members.*

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### *Announcement of Upcoming Appointments*

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- At least 10 days ahead of the application deadline, the Architectural Control Committee openings will be posted on the HOA's official website.
- An email will be sent to all homeowners with an email address on file, inviting them to apply for a seat on the Architectural Control Committee.

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### *Application Period*

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- Homeowners interested in serving on the Architectural Committee must notify the HOA of their interest within this period.
- Applications may be requested from the management team at the Amenity Center or downloaded from our website at [parklakesidehoa.com](http://parklakesidehoa.com).
- Applications must be emailed to [BlackhawkCompliance@goodwintx.com](mailto:BlackhawkCompliance@goodwintx.com) by the deadline listed in the announcement.

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### *Selection Process*

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- The Board of Directors, along with the existing Architectural Control Committee and management team, will review all applications.
- Shortlisted candidates will meet in-person with the Architectural Control Committee Chair, a member of the management team, and possibly members of the Board of Directors to ensure understanding of the role and the required commitment.

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### *Appointment*

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- The Board of Directors will make the final appointments, taking into consideration the advice from the existing Architectural Control Committee and the management team.
- All applicants will be notified of the outcome via email.
- The list of newly appointed members will be posted on the HOA's website.

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### *Eligibility Criteria*

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- Must be a homeowner within the subdivision.
- Must be in good standing with the HOA (no outstanding dues or violations).

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### *Selection Criteria*

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- Relevant experience or skills (e.g., architecture, design, construction, legal).
- Availability and willingness to fulfill the duties of the architectural committee. This includes regularly reviewing architectural applications from homeowners and voting on them.
- Past contributions to the community.

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### *Terms and Conditions*

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- The term for each committee member will last until the member resigns or is removed from the committee by the Board of Directors.

This formal appointment process takes effect on September 1, 2023, in compliance with the new Texas Property Code Sections 209.00506 and 209.00507. For any questions or clarifications, please contact the Community Standards Coordinator at [BlackhawkCompliance@goodwintx.com](mailto:BlackhawkCompliance@goodwintx.com). This document serves as the official guideline for the appointment process of the Architectural Control Committee and is subject to amendments as deemed necessary by the Board of Directors.