

**POLICIES AND PROCEDURES OF  
SUNSHINE COUNTRY CLUB ESTATES  
APPROVED BY ITS BOARD OF DIRECTORS**

**At the Feb 7, 2023 Board Meeting (Reg)**

This document shows:

1. The **Original** section prior to any changes.
2. The **Changes** that are being made to a section.
3. The **Final** section after changes have been accepted.

**ORIGINAL:**

**POLICIES AND PROCEDURES OF  
SUNSHINE COUNTRY CLUB ESTATES  
APPROVED BY ITS BOARD OF DIRECTORS**

**October 11, 2022**(All previous Policies & Procedures are replaced by this Update of October 11, 2022.)

**CHANGES:**

**POLICIES AND PROCEDURES OF  
SUNSHINE COUNTRY CLUB ESTATES  
APPROVED BY ITS BOARD OF DIRECTORS**

~~October 11, 2022~~[February 7, 2023](#)

(All previous Policies & Procedures are replaced by this Update of ~~October 11, 2022~~[February 7, 2023](#).)

**FINAL:**

**POLICIES AND PROCEDURES OF  
SUNSHINE COUNTRY CLUB ESTATES  
APPROVED BY ITS BOARD OF DIRECTORS**

**February 7, 2023**

(All previous Policies & Procedures are replaced by this Update of February 7, 2023.)

**ORIGINAL: RESALE CERTIFICATES**

To comply with Texas Property Code, Sec. 207, any owner selling his residence must provide a resale certificate to the buyer prior to closing. This must be done whether by sale through a realtor, or a private sale between individuals. This will be provided by SEPO not later than ten days following a request for same at a cost of \$250. The resale certificate will provide, in part, the following information: Financial condition of the association, any unpaid amounts due the association on the property, any known violations of noncompliance for the property of the rules (Covenants) of the association.

**CHANGES: RESALE CERTIFICATES**

To comply with Texas Property Code, Sec. 207, [because we are a Subdivision subject to mandatory membership in a Property Owners' Association, we require that](#) any owner selling his residence must provide a resale certificate to the buyer prior to closing. This must be done whether by sale through a realtor, or a private sale between individuals. This will be provided by SEPO not later than ten days following a request for same at a cost of \$250. The resale certificate will provide, in part, the following information: Financial condition of the association, any unpaid amounts due the association on the property, any known violations of noncompliance for the property of the rules (Covenants) of the association.

**FINAL: RESALE CERTIFICATES**

To comply with Texas Property Code, Sec. 207, because we are a Subdivision subject to mandatory membership in a Property Owners' Association, we require that any owner selling his residence must provide a resale certificate to the buyer prior to closing. This must be done whether by sale through a realtor, or a private sale between individuals. This will be provided by SEPO not later than ten days following a request for same at a cost of \$250. The resale certificate will provide, in part, the following information: Financial condition of the association, any unpaid amounts due the association on the property, any known violations of noncompliance for the property of the rules (Covenants) of the association.

**ORIGINAL: USE OF COMMON AREA**

1. ...
2. Only owners, their guests, and their employees shall have access to the RV storage area.
3. ...

**CHANGES: USE OF COMMON AREA**

1. ...
2. Only owners, their guests, and their employees shall have access to the ~~RV~~-storage area.
3. ...

**FINAL: USE OF COMMON AREA**

1. ...
2. Only owners, their guests, and their employees shall have access to the storage area.
3. ...

### **ORIGINAL: ON-STREET PARKING**

- A. Streets defined: Any and all streets, right-of-way, or thoroughfares platted as part of SCCE.
- B. Vehicle defined: Any motorized or non-motorized vehicle or conveyance designed to move on wheels, i.e., cars, trucks, boat trailers, golf carts, motor homes, motorcycles, etc.
- 1. Pursuant to Article VI, Sec. 6.4 of the Covenants, there is to be no overnight parking of vehicles on the streets except that RVs may be parked on the street for up to three days for the purpose of loading or unloading. An extension may be granted for unusual circumstances or in the case of overnight guests as to parking on the street. Apply in the office for permission.
- 2. ...

### **CHANGES: ON-STREET PARKING**

- A. Streets defined: Any and all streets, right-of-way, or thoroughfares platted as part of SCCE.
- B. Vehicle defined: Any motorized or non-motorized vehicle or conveyance designed to move on wheels, i.e., cars, trucks, boat trailers, golf carts, motor homes, motorcycles, etc.
- 1. Pursuant to Article VI, Sec. 6.4 of the Covenants, there is to be no overnight [\(from midnight to 6 AM\)](#) parking of vehicles on the streets ~~except~~. [When parking a vehicle overnight alongside a street, it must be parked in a way that the tires are not resting on the asphalt/blacktop of the street. However, the tires may rest upon the gutter along the street. An exception to this overnight parking rule is that RVs and Cargo Trailers may be parked on the street for up to three days for the purpose of loading or unloading. An extension may be granted for unusual circumstances or in the case of overnight guests as to parking on the street. Apply in the office for permission.](#)
- 2. ...

### **FINAL: ORIGINAL: ON-STREET PARKING**

- A. Streets defined: Any and all streets, right-of-way, or thoroughfares platted as part of SCCE.
- B. Vehicle defined: Any motorized or non-motorized vehicle or conveyance designed to move on wheels, i.e., cars, trucks, boat trailers, golf carts, motor homes, motorcycles, etc.
- 1. Pursuant to Article VI, Sec. 6.4 of the Covenants, there is to be no overnight (from midnight to 6 AM) parking of vehicles on the streets. When parking a vehicle overnight alongside a street, it must be parked in a way that the tires are not resting on the asphalt/blacktop of the street. However, the tires may rest upon the gutter along the street. An exception to this overnight parking rule is that RVs and Cargo Trailers may be parked on the street for up to three days for the purpose of loading or unloading. An extension may be granted for unusual circumstances or in the case of overnight guests as to parking on the street. Apply in the office for permission.
- 2. ...

**ORIGINAL: GOLF COURSE**

1. Sunshine Country Club Estates’ guests (not qualifying as immediate family members of owners) as well as ENCORE residents are required to pay green fees before starting play. ENCORE residents must wear their RV name badges and display the green fee tag on their golf bag.
2. THRU 20 unchanged.

**CHANGES: GOLF COURSE**

1. [The golf course may NOT be reserved for private parties. It may only be reserved for SEPO events, with SEPO Board approval.](#)
- ~~1.~~2. Thru 21 unchanged.

**FINAL: GOLF COURSE**

1. The golf course may NOT be reserved for private parties. It may only be reserved for SEPO events, with SEPO Board approval.
2. Thru 21 unchanged.

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**ORIGINAL: TENNIS COURT, PICKLEBALL AND SHUFFLEBOARD**

1. ...
2. ...
3. Any activity other than tennis and pickleball on the tennis court and shuffling on the shuffleboard lanes is forbidden.

**CHANGES: TENNIS COURT, PICKLEBALL AND SHUFFLEBOARD**

1. ...
2. ...
3. Any activity other than tennis and pickleball on the tennis court and shuffling on the shuffleboard lanes is forbidden. [These areas may be reserved for private parties using the same method as the Lounge and Retzlaff Hall, but all rules must be observed as set forth above.](#)

**FINAL: TENNIS COURT, PICKLEBALL AND SHUFFLEBOARD**

1. ...
2. ...
3. Any activity other than tennis and pickleball on the tennis court and shuffling on the shuffleboard lanes is forbidden. These areas may be reserved for private parties using the same method as the Lounge and Retzlaff Hall, but all rules must be observed as set forth above.

**ORIGINAL: POOL AND HOT TUB AREA**

1. Thru 6 remain unchanged.

**CHANGES: POOL AND HOT TUB AREA**

1. Thru 6 remain unchanged.
6. ...
7. These areas may NOT be reserved for private parties. They may only be reserved for SEPO events, with SEPO Board approval.

**FINAL: POOL AND HOT TUB AREA**

1. Thru 6 remain unchanged.
6. ...
7. These areas may NOT be reserved for private parties. They may only be reserved for SEPO events, with SEPO Board approval.

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**NO CHANGES WERE MADE TO THIS SECTION.**

**IT IS ONLY BE SHOWN BECAUSE IT IS REFERENCED IN SOME OF THE  
'CHANGED' SECTIONS.**

**LOUNGE AND RETZLAFF HALL**

1. Reservations for use of either space will be made through the SEPO office. ...

**ORIGINAL: STORAGE AREA**

1. ...
2. Deposit all brush, clippings, weeds, etc. on the northeast side of the storage area to be picked up by the City of Harlingen every four to six weeks. Harlingen will not pick up any other items such as appliances and pieces of building material.
3. ...

**CHANGES: STORAGE AREA**

1. ...
2. Deposit all brush, clippings, weeds, etc. on the northeast side of the storage area ~~to be picked up by~~ in either the spot marked City of Harlingen ~~every four to six weeks. Harlingen~~ or City of Combes, depending on where you live. These cities will pick up this debris periodically. They will not pick up any other items such as appliances and pieces of building material.
3. ...

**FINAL: STORAGE AREA**

1. ...
2. Deposit all brush, clippings, weeds, etc. on the northeast side of the storage area in either the spot marked City of Harlingen or City of Combes, depending on where you live. These cities will pick up this debris periodically. They will not pick up any other items such as appliances and pieces of building material.
3. ...

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**ORIGINAL: GAZEBO**

All residents are entitled to use the gazebo located on Texas Avenue when it has not been reserved by others. Contact the SEPO office for scheduled activities and availability.

**CHANGES: GAZEBO**

All residents are entitled to use the gazebo located on Texas Avenue when it has not been reserved ~~by others~~ using the same method as the Lounge and Retzlaff Hall. Contact the SEPO office for scheduled activities and availability.

**FINAL: GAZEBO**

All residents are entitled to use the gazebo located on Texas Avenue when it has not been reserved using the same method as the Lounge and Retzlaff Hall. Contact the SEPO office for scheduled activities and availability.