

POLICY RESOLUTION OF THE
BOARD OF DIRECTORS
OF BELLAVITA AT GREEN TEE HOMEOWNERS ASSOCIATION, INC.

The undersigned, being the Secretary of BellaVita at Green Tee Homeowners' Association, Inc. (the "Association"), certifies that the attached Policy Resolution was adopted by the Board of Directors of the Association at a meeting duly called and held on January 28, 2015 at which a quorum was at all times present:

Bellavita at Green Tee Homeowners' Association Compliance Policy

The BellaVita at Green Tee Homeowners' Association was established to protect the value and desirability of real property within BellaVita. It is the owner's duty to comply with the rules and regulations, use restrictions, and Declarations (Amended and Restated Declarations of Covenants, and Restrictions for BellaVita at Green Tee Homeowners' Association, April 6, 2009. Article XII. Section 1). The Board of Directors may impose fines and other sanctions in the event of violations. This Compliance Policy is based on the community governing documents and the State of Texas Residential Property Owners Protection Act.

For a violation that continues from day to day, the following procedure must be applied:

- 1) An initial written courtesy notice of the violation shall be mailed via US mail. The notice must include the following:
 - a) Description of the violation or property damage that is the basis for suspension action, charge, and/or fine.
 - b) Amount due the Association if violation not cured within 30 days.
 - c) Explanation of reasonable period to cure the violation to avoid fine/suspension. NOTE: This is not an option if homeowner was given similar notice within preceding six months.
 - d) Description of process to request hearing on or before 30th date after receipt of notice.
 - e) Identification of any potential special rights or relief related to enforcement action.
- 2) If the violation has not been corrected after 30 days, a written notice shall be mailed via certified mail (return receipt requested). The letter must include the following:
 - a) Description of the violation
 - b) Amount due the Association with payment to be received within 30 days of receipt of letter. The Declaration provides that the Board may impose monetary penalties for fines assessed. Any fines assessed pursuant to the Declarations will also be deemed to be benefitted assessments (Article IV. Section 4B.)
- 3) If violation has not been corrected and payment has not been received by the due date, the managing agent shall submit the issue to the Board of Directors for consideration of legal action at the next regularly scheduled meeting. The managing agent shall provide copies of all documentation at least five (5) days before the meeting so that Directors may be familiar with the incident.

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For a violation that consists of a single or separate incident (e.g. overnight parking in the streets), the following procedure will apply:

- 1) A friendly rules reminder is placed visibly on the property (i.e. vehicle).
- 2) After a second violation, an initial written courtesy notice of the violation shall be mailed via US mail. The notice must include the following:
 - a) Description of the violation with time/date stamped photo.
 - b) Notification that subsequent incidents of the same violation shall result in an automatic fine/incident. Further repeat incidents are subject to towing of vehicle.

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e-Filed & e-Recorded in the
Official Public Records of
HARRIS COUNTY
STAN STANART
COUNTY CLERK
Fees \$24.00

RECORDERS MEMORANDUM

This instrument was received and recorded electronically and any blackouts, additions or changes were present at the time the instrument was filed and recorded.

Any provision herein which restricts the sale, rental, or use of the described real property because of color or race is invalid and unenforceable under federal law.

THE STATE OF TEXAS
COUNTY OF HARRIS

I hereby certify that this instrument was FILED in File Number Sequence on the date and at the time stamped hereon by me; and was duly RECORDED in the Official Public Records of Real Property of Harris County, Texas.



Stan Stanart

COUNTY CLERK
HARRIS COUNTY, TEXAS

ER 069-76-1411