



**RULES AND REGULATIONS OF**  
**GREAT OAKS NORTH COMMUNITY ASSOCIATION, INC.**

WHEREAS, the Declaration of Covenants, Conditions and Restrictions for Great Oaks North ("Declaration") was filed of record in the Real Property Records of Fort Bend County, Texas and Harris County Texas and the Board of Directors of GREAT OAKS NORTH COMMUNITY ASSOCIATION, INC. (the "Association") is charged with enforcement of the use restrictions and other duties and responsibilities with respect to the Declaration; and,

WHEREAS, the Declaration sets forth in Article III., Section 4. (a), that the Board of Directors ("Board") of the Association shall have the powers and duties, "To adopt rules and regulations to implement this Declaration and the By-Laws." Furthermore, in Article III., Section 4. (C) of the Declaration, the Board of Directors is empowered, "To take any and all actions...including but not limited to receive complaints and make determinations about violations of this Declaration, the By-Laws, the rules and regulations"; and,

WHEREAS, the Declaration in Article XII., Section 1 provides that "The Board of Directors may impose fines and sanctions, which shall be collected as provided herein for the collection of assessments. Further, the Board may cause the rule, regulation, use restriction, covenant and/or condition to be complied with and bill the Owner the costs incurred by the Association to do so, along with an administrative fee as the Board may determine".

NOW THEREFORE, the Board of Directors hereby adopts the following Rules and Regulations and fines and sanctions along therewith to enforce the rule, regulation, use restriction, covenant and/or condition to be complied with according to the express authority for such rules and regulations in the Declaration, such power delegated to the Board of Directors. Thereto, a quorum of the Board of Directors members was established and the Meeting of the Board of Directors was called to order on October 16, 2013. Pursuant to the Declaration and the power vested in the Board of Directors to adopt rules and regulations and fines and sanctions for such violations of the rules and regulations, a motion was made to adopt the Rules and Regulations for Great Oaks North Community Association, Inc. The motion was seconded. A discussion was held and the motion was adopted by a majority vote of the Board of Directors and these Rules and Regulations for Great Oaks North Community Association, Inc., hereafter shall be binding on the Association from date of adoption.

## Enforcement Policy

The Declaration establishes a procedure whereby homeowners who violate rules are assessed a fine. Before the fine is levied homeowners are provided fourteen (14) days to correct the violation (Warning Letter). Failure to correct the violation, results in a hearing before the Board. The Board will establish a schedule of fines for various violations of the Declarations or the Bylaws, which schedule may be amended from time to time. Fines shall be in addition to an assessment equal to any applicable cost of repair.

**First Violation:** A courtesy letter citing the specific violation(s) and requesting correction of said violation(s).

**Second Violation:** A reminder letter sent to homeowner will identify the nature of the violation(s), date, time and location. If the homeowner fails to respond or provide written evidence on his/her behalf, additional action will then be considered against the homeowner at the Board's discretion.

**Third or Continuing Violation:**

A letter, sent by certified mail, will be sent to the homeowner and will identify the nature of the violation(s). If the owner requests a hearing with the Board, a written response will be sent and the homeowner will be advised of the date, time and location of the hearing. If a homeowner fails to appear at the hearing or provide written evidence on his/her behalf, the Board will hold a hearing in the homeowners' absence and render a decision on the homeowners violation status.

**Hearing//Appeal Process:**

Any Owner assessed with a fine, who believes no violation(s) has occurred, may submit a written explanation to the Board of Directors. The homeowner will be given an opportunity for a hearing and no enforcement fee will be imposed until after the hearing.

**Schedule of Fines and Enforcement Policy**

The Board will enforce the following fine schedule for violations of the Association's Governing Documents, including, but not limited to, the Declaration, Bylaws, Rules & Regulations:

- \* 1<sup>st</sup> violation: Warning, unless otherwise provided in specific Rule or Schedule of Fines.
- \* 2<sup>nd</sup> violation of the same rule: Second Warning Letter.
- \* 3<sup>rd</sup> or more/continuing violations of the same rule within 3 month period: Fine up to \$250.00, at the Board's discretion, unless otherwise provided in specific Rule or Schedule of Fines.

<u>Violation Description</u>	<u>First Occurrence Action</u>	<u>2<sup>nd</sup> Occurrence Action</u>	<u>3<sup>rd</sup> or higher Occurrence or 3 or more violations within 6 Month period</u>
<u>Landscape Maintenance Violation</u>	Warning Letter	Force Mow (\$75 Fee if mowed by Association)	Certified letter hearing request 3 <sup>rd</sup> occurrence - Force mow (\$75 fees more than 3 Occurrences in 6 month period) Force Mow fees (\$100 fine each Additional occurrence)
<u>Trash Cans</u> Stored in view or or placed on street 24 hours prior to pick up	Warning Letter	Second Warning Letter	Certified Letter, Hearing request Up to \$25 fine each occurrence After 3 occurrences violations
<u>Maintenance of Animals Unleashed</u> <u>or failure to pick up</u> <u>after</u>	Warning Letter	Second Warning Letter	Certified Letter, Hearing request Up to \$100 fine each occurrence

<p><u>Parking Violations</u> including but not limited to Parking on lawn or any other unpaved surfaces Parking or Storage of any Commercial, Recreational, Inoperable or unlicensed trailer, boat, motorcycle or off road vehicle.</p>	<p>Warning Letter</p>	<p>Second Warning Letter</p>	<p>Certified Letter, Hearing request Up to \$100 fine each occurrence</p>
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<p><u>Architectural Violation***</u> Unauthorized construction</p>	<p>Warning Letter 10 day compliance unless otherwise Stated in letter</p>	<p>Certified Letter, Hearing request, and up to \$100 fine</p>	<p>Certified Letter Up to \$100 fine each month of occurrence</p>
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<p><u>Property Repair and Upkeep</u></p>	<p>Warning Letter</p>	<p>Certified Letter</p>	<p>Certified Letter Hearing Request and up to \$100 fine each month of occurrence</p>
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**NOTES:**

1. A \$40 FEE APPLIES TO ALL CERTIFIED LETTERS

\*\*\*(AN ARCHITECTURAL APPLICATION MUST BE SUBMITTED AND APPROVED BEFORE ANY ARCHITECTURAL IMPROVEMENTS CAN BE MADE. IF THE APPLICATION IS NOT SUBMITTED AND APPROVED PRIOR TO COMMENCEMENT OF THE WORK, FINES CAN BE IMPOSED FROM THE DAY WORK BEGAN, AFTER THE APPROPRIATE NOTICE AND HEARING.)

This above list is not complete or comprehensive. All violations not listed or specified above will result in reasonable fines up to \$100.00 per month.

THE PAYMENT OF ANY AND ALL LEGAL FEES AND COSTS INCURRED BY THE ASSOCIATION TO ENFORCE VIOLATIONS OR COLLECT FINES SHALL BE THE RESPONSIBILITY OF THE HOMEOWNER.

Homeowners are responsible for damage caused to the common areas. It is the homeowner's responsibility to inform their tenants of the rules and regulations. The homeowner is responsible for any common area damaged caused by the tenants.

#### CERTIFICATION

I, the undersigned, do hereby certify:

That I am the duly elected Vice President of Great Oaks North Community Association, Inc., a Texas Non-Profit Corporation, and

That the foregoing Rules and Regulations for Great Oaks North Community Association, Inc., are the Rules and Regulations as duly adopted by majority vote of the Board of Directors present at a Regular Meeting of the Board of Directors duly held on the 16<sup>th</sup> day of October, 2013.

IN WITNESS WHEREOF, I have hereunto subscribed my name on this the 22<sup>nd</sup> day of October, 2013.

GREAT OAKS NORTH COMMUNITY  
ASSOCIATION, INC.

By: Robert Hedger  
ROBERT HEDGER, VICE PRESIDENT

BEFORE ME, the undersigned authority, on this day personally appeared, ROBERT HEDGER, the VICE PRESIDENT of GREAT OAKS NORTH COMMUNITY ASSOCIATION, INC., known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and

consideration therein expressed and in the capacity therein stated, on behalf of GREAT OAKS NORTH COMMUNITY ASSOCIATION, INC.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this 22<sup>nd</sup> day of October, 2013.

*Melody Carrier*  
Notary Public - State of Texas



RETURNED AT COUNTER TO:

Mitch Winograd  
11946 Gardenglen  
Houston Tx 77070

**FILED AND RECORDED**  
**OFFICIAL PUBLIC RECORDS**

*Dianna Wilson*

Dianna Wilson, County Clerk  
Fort Bend County, Texas

November 08, 2013 03:01:30 PM

FEE: \$31.00 RMM  
MISC

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