

GREENSBROOK HOMEOWNERS ASSOCIATION, INC.
COVENANT ENFORCEMENT AND FINE POLICY

Acting through its Board of Directors, the Greensbrook Homeowners Association (the "Association") has adopted the following COVENANT ENFORCEMENT AND FINE POLICY (the "Enforcement Policy") which institutes a policy regarding fines for the violation and enforcement of restrictions and addresses the statutory notice requirements associated with fines as required by Section 209 of the Texas Property Code.

AUTHORITY TO ENFORCE DEED RESTRICTIONS CONTAINED IN CCRs

Under the Covenants, Conditions and Restrictions (CCRs), the Association is obligated to investigate violations of deed restrictions.

ESTABLISHMENT OF A VIOLATION

The Association conducts periodic inspections of the subdivision to ensure that Lots are maintained and use restrictions are adhered to. The Association tracks violations but also takes into consideration complaints from other Members and Residents of Greensbrook Section One.

If a complaint regarding a violation is registered by another Member of the Association and this violation would result in the Owner receiving a certified notice proposing fines from the Association, the reporting Member or Complainant must provide fair and concise documentation of the violation. Such documentation should specify the violation and note the time and date and degree of violation, if applicable. Complaints that are received without documentation and which cannot be independently observed and documented by the Board of Directors or its management company, will not be acted upon.

When a Lot or structure has been identified as having violated deed restrictions, the following Enforcement Policy, which complies with both the CCRs and the requirements of the Texas Property Code regarding violation fines, shall apply:

CATEGORIES OF VIOLATIONS

1. Failure to Obtain Prior Approval. Any material additions, improvements, modifications, and/or major repairs that are erected, placed, or altered on any which requires the approval of the Association. Failure to submit plans and specifications for the Association's consideration is deemed a violation under this Enforcement Policy.
2. Failure to Abide by Governing Documents. Any violation of the governing documents of the Association or non-compliance with a deed restriction covenant is deemed a violation under this Enforcement Policy.
3. Common Violations. Exemplary violations are outlined in this Enforcement Policy as "Common Violations" of restrictive covenants that may result in a fine if violated, notwithstanding this is not an exhaustive list of violations that are subject to enforcement by the Association.

VIOLATIONS OF THE TEXAS NUISANCE AND ABATEMENT ACT

Any Lot condition determined by the Association or its management to be in violation of the Texas Nuisance and Abatement Act as posing a public safety or health risk will be reported to Harris County for further investigation, which may result in additional fines and penalties for the Owner.

NOTIFICATION

Upon verification of the existence of a violation by the Association or a management company representative, the Association may send to the Owner a written notice of the existence of the violation. According to the Texas

Property code, a minimum of fourteen (14) total days must be provided for the Owner to cure a violation, notwithstanding the Association may, in its discretion, extend the amount of allotted time. Such notice(s) shall inform the Owner of the following:

- the nature, description and location of the violation;
 - what needs to be done to cure the violation;
 - provide the number of days in which the violation must be cured to avoid further enforcement measures.
1. Verbal Warning. The Association, at its discretion, may give a Verbal Warning during an inspection period to the Owner prior to issuing a First Notice of Violation.
 2. The First Notice of a Violation will be mailed via regular first class mail and addressed to the Owner at the Owner's last-known mailing address or as recorded with the Harris County Appraisal District. If the issue is not addressed within a reasonable amount of time (at least 14 days), the Association will send a second notification.
 3. The Second Notice for Violation will be mailed first class mail as required by the Texas Property Code and is considered legal notice of an impending fine if the violation is not cured within thirty (30) days of the date of the Second Notice.
 4. The Third or Final Notice Resulting will result in a Violation Letter being mailed via certified mail / return receipt requested and shall signify a fine against the property of \$25 per day. In addition, the cost for the certified letter(s) will be charged to the address of the violation.
 5. Repeat Violations. If four (4) repeat violations occur within a six-month period and the violation is not cured within 30 days of the Final Notice, the matter may be referred to the Association attorney for further action. In the event the matter is referred to an attorney, the attorney's fees and collection fees will be incurred by the Owner.
 6. Injunctive Relief. If a violation is not cured, the Association reserved the right to pursue any other remedy available at law or in equity, under the governing documents or this Enforcement Policy, including the recording in the County Clerk's Office of a Notice that the Lot in question is in violation of restrictive covenants or an action for injunctive relief and civil damages. In the event litigation is necessary, the Association will be entitled to any Court Costs and Attorneys Fees.

EMERGENCY ACTION

Certain violations considered to be an emergency or that threaten the health, safety, and welfare of a person or property may be escalated by the Association with no notice required.

NON-CURABLE VIOLATIONS

In the event the violation is deemed to be an incurable violation or one that poses a threat to health or safety, the Association is not required by law to provide an opportunity to cure and may impose an immediate fine or perform Corrective Action.

CORRECTIVE ACTION

The Association may, when deemed necessary or appropriate, initiate Corrective Action in regard to any violation as outlined in this Enforcement Policy. Should Corrective Action be initiated, the Association shall post a Notice on the front door of the residence when possible informing them that Corrective Action has been taken. A written Notice and Property Maintenance Invoice shall be sent within thirty (30) days of the Corrective Action to the Owner informing him/her of the service date, a description of the work performed and the cost for

labor and materials associated with the Corrective Action. No further notice is required. All costs and fees associated with the abatement of violations through Corrective Action shall be levied to the Owner's account for reimbursement to the Association.

ENTRANCE ONTO A PROPERTY BY THE ASSOCIATION

The Association has the authority, under the CCRs, to enter onto a lot or structure that is either abandoned or neglected or wherein conditions exists which pose a health or safety risk or are a public nuisance. Entrance onto such properties by the Association does not constitute trespass. The Association, the Board, and its agents, contractors and service providers shall not be liable to the Owner for trespassing by virtue of action taken under this Enforcement Policy.

CERTIFIED MAIL REQUIREMENT

The Texas Property Code requires that the notice resulting in a fine and all subsequent fine notices be sent via certified mail which constitutes legal notice to the owner. Each Owner is required to keep the Association notified of a current valid mailing address (one at which the owner receives certified mail without being forwarded). Alternatively, certified mail will be sent to the Owner's last known address on record or as recorded with the Harris County Appraisal District. A charge for each certified letter mailed will be added to the Owner's account to which the violation is cited.

COMMON VIOLATIONS OF RESTRICTIVE COVENANTS THAT MAY RESULT IN FINES

1. Lot Maintenance and Appearance. Yard or lot maintenance can be any combination of mowing, edging, weed control on lots that are not property maintained. Lot appearance includes the improper storage or accumulation of appliances, materials discarded or abandoned objects, vehicles, tires, yard equipment, storage piles, rubbish, trash or other waste materials that are in public view.
2. Exterior Maintenance of Abandoned, Dilapidated or Neglected Lot or Structure. Abandoned or neglected lots or structures are lots and structures which are typically unoccupied and have become a public nuisance due to standing water, broken windows, graffiti, missing doors or openings that could potentially harbor animals, pests, rodents, vermin, vandals, and any other condition that risks public safety and health. To the extent necessary to prevent rat infestation, vandalism, diminish fire hazards, etc, the Association is authorized to perform exterior maintenance of an abandoned lot or structure at the Owner's expense.
3. Parking Violations. Use of a Lot for parking more than three (3) vehicles; parked vehicles that impede or obstruct pedestrian or vehicular traffic, including public access to a fire hydrant; vehicles that obstruct sidewalks, easements or public rights-of-way; illegal parking of a vehicle or trailer on private property; parking of boats, trailers, buses and disabled, inoperable, junked or abandoned vehicles in public view; and the overnight parking of eighteen-wheelers and semi-trucks on lots and residential streets.
4. Fences, Walls or Hedges that Encroach or Obstruct Public Streets, Public Water Mains, Drainage Holes, Sidewalks, Publicly-Owned Rights of Way and Easements.
5. Non-Residential / Single Family Use Restrictions . Use of a Lot for non-residential purposes, for business, commercial or manufacturing purposes. The Single-Family Use restriction applies to the building of duplexes or additional residential structures on a Lot.
6. Storage of Trash, Debris and Dumping of Waste. Debris, garbage and waste materials that is not properly store or not lidded or kept out of public view except on day of trash pick-up. Criminal use of county easements and common areas for the dumping of heavy trash, furniture, mattresses, tires, chemicals, waste, building materials or yard debris. This violation also include use of A Lot for the storage of building materials for an unreasonable length of time.
7. Offensive or Noxious Activities and Noise. Activity, whether for profit or not, being carried out on a Lot

which is not related to single-family residential purposes, including noxious or offensive activity that may become an annoyance or a nuisance to the neighborhood. This violation also includes excessive noise that disturbs the peaceable enjoyment of surrounding neighbors. It also includes having loose, unleashed, abandoned or illegally-restrained pet(s).

SIX-MONTH “LOOK BACK” PERIOD

The Texas Property Code allows a six-month “look-back” period. This means that any previous notice sent for the same violation category within the past six months will result in progression of the violation citation. If the owner has no further recurrences / citations of the violation class within six months, the violation is considered cured and the violation sequence is restarted.

FINE SCHEDULE FOR EACH CATEGORY OF CURABLE VIOLATIONS

Fines and the frequency of fine are to be determined by the Board and may be imposed if the violation continues to exist after the Notice of Fine date listed on the Violation Letter. The Board reserves the right to adjust the fine amounts based upon the severity of the Lot conditions and can be any amount up to the maximum amount noted on the chart below. All fines are levied on a per occurrence basis and once the maximum fine is reached, the fining sequence starts over and may be continuous until the violation(s) are remedied. Owners shall be notified in writing of the amount of fines accrued to the Owners account.

The Board reserves the authority to adjust fines on a case-by-case basis and to take into consideration any unique or special circumstances.

1 st Violation Letter	Up to \$100.00 Fine
2 nd Violation Letter	Up to \$200.00 Fine
3 rd Violation Letter	Up to \$300.00 Fine
4 th Violation Letter	Up to \$400.00 Fine

RIGHT TO HEARING AND VERIFICATION

When a fine is assessed, the Owner has 30 days to make a written request for a hearing with the Association's Board to contest the fine. An Owner will have the opportunity to contest any fine that is assessed against his or her account.

AMENDMENT

This enforcement Policy may be amended from time to time by the Board. To the extent these guidelines contradict with any previous guidelines, rules, covenants, or restrictions, these guidelines shall control. These guidelines are supplementary and are in addition to any and all other covenants, conditions, restrictions, rules, and guidelines in effect for the Association.

This Enforcement Policy shall be effective upon recordation in the real property records of Harris County and supersedes any policy regarding fines and enforcement which may have previously been in effect. Except as affected by Chapter 209 of the Texas Property Code and/or by this Enforcement Policy, all other provisions contained in the Declaration or any other dedicatory instruments of the Association shall remain in full force and effect.

This Enforcement Policy was unanimously adopted by resolution of the Board of Directors of the Association effective January 1, 2024.