

PINE RIDGE ESTATES OF LAKE PALESTINE

POLICY FOR PROCEDURES AND ACTION BY THE BOARD FOR MEMBER NON-COMPLIANCE
WITH COVENANTS, BYLAWS, OR RESOLUTIONS, AND SCHEDULE OF FINES

WHEREAS, PINE RIDGE ESTATES ON LAKE PALESTINE RESIDENTIAL ASSOCIATION, INC., a Texas non-profit corporation ("Association"), desires to adopt a Policy for Procedures and Action by the Board for Member Non-Compliance with Covenants, Bylaws, or Resolutions, and Schedule of Fines, and in compliance with Chapter 209 of the Texas Property Code; and

WHEREAS, the duly elected Board of Directors for PINE RIDGE ESTATES OF LAKE PALESTINE ("Board"), has determined the Association is best served by establishing and recording this Policy for Procedures and Action by the Board for Member Non-Compliance with Covenants, Bylaws, or Resolutions, and Schedule of Fines.

WHEREAS, "Property Owner" shall mean and include Member, Property Owner, or resident of Pine Ridge Estates.

NOW, THEREFORE, BE IT RESOLVED THAT the Association, by and through its Board of Directors, does hereby adopt the following Policy for the stated purpose.

1. Infractions of the HOA covenants, bylaws, or resolutions occur from time to time.
2. The Board and Architectural Control Committee (ACC) have a responsibility to bring any Infraction to the attention of the Property Owner so that any such infraction may be corrected in accordance with and brought into compliance with the standards outlined in the covenants, bylaws, or resolutions of PINE RIDGE ESTATES ON LAKE PALESTINE RESIDENTIAL ASSOCIATION, INC., a Texas non-profit corporation (hereinafter "PINE RIDGE").
3. The following guidelines address most non-compliance issues:

Issue	Step 1	Step 2	Step 3
<p>Failure to comply with the "Duties of Maintenance" (See Article 9.24 of the covenants)</p>	<p><u>Courtesy Notification</u> Property Owner is given a courtesy notification of a violation either by phone, in person, email, or USPS mail notifying the Property Owner of the 10 day time frame, as determined by the Board, in which the Property Owner must correct the infraction.</p>	<p>If Property Owner fails to correct the infraction within 10 days, then the Association, through its authorized agent or agents, shall have the right and power to enter onto the premises and perform such repair and maintenance without any liability for damages for wrongful entry, trespass or otherwise to any person. Any costs shall be levied as per Article 9.24 (c) and (d) of the covenants.</p>	<p>See Article 9.24 (d) for more information on additional remedies.</p>

Issue	Step 1	Step 2	Step 3
<p align="center">Failure to comply with covenant, bylaw, or resolution requirements</p>	<p align="center"><u>Courtesy Notification</u></p> <p>Property Owner is given a courtesy notification of any issue(s) needing attention either by phone, in person, email, or USPS mail along with a reasonable time, as determined by the Board, to correct the infraction.</p>	<p align="center"><u>Formal Warning</u></p> <p>If the issue(s) in step 1 are not corrected by the date given, a formal written notification will be delivered to owner via personal delivery, USPS mail and/or email identifying:</p> <ul style="list-style-type: none"> > Issues needing to be corrected; >Time to correct infraction, as determined by the Board; >Consequences of failure to correct infraction. 	<p align="center"><u>Violation Fine Issued</u></p> <p>If the issue(s) are still not adequately corrected by the required due date in step 2, a fine of \$250 will be assessed for noncompliance and a payment due date will be established by the Board and provided to the Property Owner via personal delivery, USPS mail and/or email.</p>
<p align="center">Repeated infractions of the SAME violation for which a fine was issued</p>		<p>Note: If any issue for which a property owner or resident was fined (in step 3 above) occurs again within 6 months of the date of the first "Courtesy Notification," an AUTOMATIC \$250 fine will be imposed effective on the date of the repeated violation. This is in addition to the original fine.</p>	
<p>Failure to pay by due date</p> <ul style="list-style-type: none"> • HOA dues • Assessments • Fines 	<p>If fines, dues, or assessments are delinquent for more than 30 days, a late fee of 10% of the outstanding balance will be assessed and added to the amount due at the beginning of the next month. Payment in full of the new amount is due by the last day of that month.</p>	<p>If payment is not made by the last day of the month, an additional late fee of 10% of the previous month's balance will be assessed and added. This additional late fee will be assessed <u>each month</u> there is an outstanding balance.</p>	<p>If total payment is not made in a reasonable time, as determined by the Board, additional actions may be taken. Actions can include turning over the account for collection, filing a court claim, filing a lien against the property, and any other legal remedy as determined to be appropriate by the Board.</p>

I, Ed Last, the duly elected President of the PINE RIDGE ESTATES ON LAKE PALESTINE RESIDENTIAL ASSOCIATION, INC., a Texas non-profit corporation, do hereby declare, swear and affirm that this Policy for Procedures and Action by the Board for Member Non-Compliance with Covenants, Bylaws, or Resolutions, and Schedule of Fines was approved by affirmative vote of PINE RIDGE ESTATES ON LAKE PALESTINE RESIDENTIAL ASSOCIATION, INC., a Texas non-profit corporation.

PINE RIDGE ESTATES ON LAKE
PALESTINE RESIDENTIAL ASSOCIATION,
INC., a Texas non-profit corporation

By: Ed Last, President

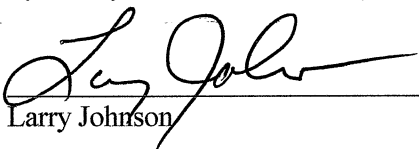


 Ed Last

I, Larry Johnson, the duly elected Secretary of the PINE RIDGE ESTATES ON LAKE PALESTINE RESIDENTIAL ASSOCIATION, INC., a Texas non-profit corporation, do hereby declare, swear and affirm that this Policy for Procedures and Action by the Board for Member Non-Compliance with Covenants, Bylaws, or Resolutions, and Schedule of Fines was approved by affirmative vote of PINE RIDGE ESTATES ON LAKE PALESTINE RESIDENTIAL ASSOCIATION, INC., a Texas non-profit corporation.

PINE RIDGE ESTATES ON LAKE
PALESTINE RESIDENTIAL ASSOCIATION,
INC., a Texas non-profit corporation

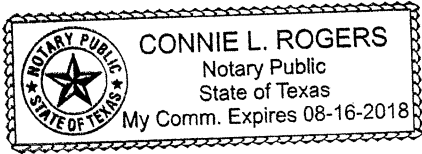
By: Larry Johnson, Secretary

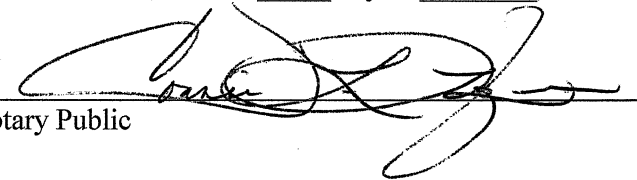

Larry Johnson

THE STATE OF TEXAS §
§
COUNTY OF SMITH §

BEFORE ME, the undersigned authority, on this day personally appeared ED LAST, President of the PINE RIDGE ESTATES ON LAKE PALESTINE RESIDENTIAL ASSOCIATION, INC., a Texas non-profit corporation, known to me to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same as a act of such corporation in his capacity as President of the same.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the 29th day of JAN, 2014. ²⁰¹⁵

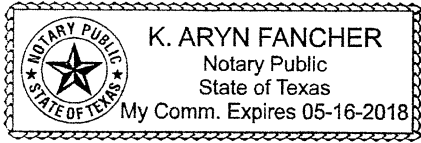


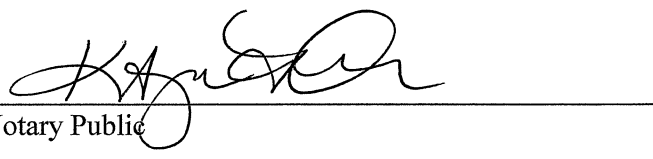

Notary Public

THE STATE OF TEXAS §
§
COUNTY OF ~~SMITH~~ Henderson §

BEFORE ME, the undersigned authority, on this day personally appeared Larry Johnson, Secretary of the PINE RIDGE ESTATES ON LAKE PALESTINE RESIDENTIAL ASSOCIATION, INC., a Texas non-profit corporation, known to me to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same as a act of such corporation in his capacity as President of the same.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the 4 day of Feb, 2014. ²⁰¹⁵




Notary Public

Smith County



DO NOT REMOVE

THIS PAGE IS PART OF THE INSTRUMENT

Filed for Record in
Smith County, Texas
2/12/2015 3:31:15 PM
Fee: \$38.00
20150100007188

BY LAWS

Deputy -Brenda Calhoun

I hereby certify that this
instrument was filed and duly
recorded in the Official Public
Records of Smith County, Texas


Karen Phillips
County Clerk

