

NOTICE  
A

**RALEIGH CREEK HOMEOWNER ASSOCIATION, INC.**  
**(Notice to Owners)**

I am the duly elected and acting Secretary of Raleigh Creek Homeowner Association, Inc., a corporation duly organized and existing, and authorized to do business in the State of Texas (the "Association").

The Declaration of Covenants, Conditions and Restrictions for Raleigh Creek Homeowner Association (the "Deed Restrictions") (as administered by the Association) has been recorded under Clerk's File No. 20130584244 of the Official Records of Real Property of Harris County, Texas.

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Notice is hereby given to current and future owners of property subject to the Deed Restrictions and within the jurisdiction of the Association that the "Raleigh Creek Homeowner Association, Inc.— Procedure for Administration, Communication and Enforcement of Fines for Deed Restriction Violations" attached hereto as Exhibit "A" (the "Procedure for Administration, Communication and Enforcement of Fines for Deed Restriction Violations") has been adopted by the Board of Directors of the Association.

The Procedure for Administration, Communication and Enforcement of Fines for Deed Restriction Violations is subject to amendment and modification, from time to time, as the Board of Directors of the Association may elect.

In witness hereof, I subscribe my name to the foregoing this 7 day of August 2014.

  
James E. Spurlin, Secretary of the Raleigh Creek Homeowner Association, Inc.


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Colorado  
STATE OF ~~TEXAS~~ §  
Summit §  
COUNTY OF ~~HARRIS~~ §

This instrument was acknowledged before me this 7<sup>th</sup> day of August, 2014 by James E. Spurlin, Secretary of the Raleigh Creek Homeowner Association, Inc.

[Seal]

STEPHEN DONALD ALTHOFF  
NOTARY PUBLIC  
STATE OF COLORADO  
NOTARY ID 20144013137  
MY COMMISSION EXPIRES MARCH 24, 2018

  
Notary Public—State of Texas  
Colorado

ER 059 - 83 - 1358

**EXHIBIT "A"**

**RALEIGH CREEK HOMEOWNER ASSOCIATION, INC.  
PROCEDURE FOR  
ADMINISTRATION, COMMUNICATION AND ENFORCEMENT OF FINES  
FOR DEED RESTRICTION VIOLATIONS**

**RESTRICTIVE COVENANTS:**

The Declaration of Covenants, Conditions and Restrictions for Raleigh Creek Homeowner Association dated November 12, 2013 and recorded under Clerk's File No. 20130584244 of the Official Records of Real Property of Harris County, Texas (the "Deed Restrictions"), as amended from time to time and all applicable, rules, guidelines and procedures promulgated thereunder, including those promulgated by Raleigh Creek Homeowners Association, Inc. (the "Association").

**PURPOSE:**

To create an effective process for equitable enforcement of violations of the Deed Restrictions and to provide each Owner (as defined in the Deed Restrictions) with the opportunity to appear before the Board of Directors (the "Board") to review, discuss and resolve violations of the Deed Restrictions.

**OBJECTIVE:**

To cure violations of the Deed Restrictions as a community process and avoid unnecessary litigation so as to preserve the aesthetic integrity of the properties within Raleigh Creek that are subject to the Deed Restrictions.

**PROCEDURE:**

With respect to enforcing violation(s) of the Deed Restrictions, the following communications shall occur:

- 1<sup>st</sup> Letter      Communication from the Association to the Owner which addresses the specific violation(s) of the Deed Restrictions, Owner is given ten (10) days to take corrective measures.
  
- 2<sup>nd</sup> Letter      In the event the violation(s) is not timely cured, a second communication shall be sent from the Association to the Owner providing the homeowner a right to a hearing (and otherwise in accordance with the Texas Property Code). Owner will be given thirty (30) days to take corrective measures. Owner will be reminded of the policy adopted by the Board of Directors for fines (and the range of fines approved by the Board).
  
- 3<sup>rd</sup> Letter      In the event the violation(s) is not timely cured, a third communication shall be sent to from the Association to the Owner confirming their account has been fined an assessed amount of \$100.00. Owner is to take corrective measures within five (5) days. Owner is reminded should corrective measures not be taken each subsequent fine will increase in \$50.00 increments.

**4<sup>th</sup> Letter** In the event the violation(s) is not timely cured, a fourth communication shall be sent to from the Association to the Owner confirming their account has been assessed a fine of \$150.00. Owner is to take corrective measures within five (5) days. Owner is again reminded should corrective measures not be taken each subsequent fine will increase in \$50.00 increments.

**5<sup>th</sup> Letter** In the event the violation(s) is not timely cured, a fifth communication shall be sent to from the Association to the Owner confirming their account has been assessed a fine of \$200.00. Owner will be advised should corrective measures not be taken within five (5) days, Owner will be subject to this violation being referred to the Associations attorney for further correction attempts. All fees incurred as a result of their non-compliance will be billed to their account.

Each Owner who is assessed fines for continuing violations of the Deed Restrictions shall be obligated to provide satisfactory evidence to the Association that such violation has been cured. The evidence provided by the Owner to the Association may include verifiable photographic evidence of the cured violation.

Any violation of the Deed Restrictions which is not timely cured may be referred by the Board to an attorney for legal pursuit which may include all applicable legal remedies available.

**HEARING PROCESS:**

The Board will establish a date every other month for the benefit of hearing any Owner who has requested a meeting with the Board through the administrative agent of the Association. The hearing shall be established only when a quorum of the Board is available to hear the Owner.

In the event an Owner has requested to appear before the Board and upon conclusion of the information being presented by the Owner, the Board shall not be required to make an immediate determination. The Board shall deliberate, make their determination and provide a written response to the Owner of the conclusion reached by the Board.

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# Pages 4  
08/11/2014 08:39:36 AM  
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