CERTIFICATION

I, the undersigned, pursuant to Texas Property Code §202.006 do hereby certify:

That I am the duly elected and acting Secretary of the Crown Oaks Property Owners Association, (hereinafter the "Association") a Texas corporation;

That the attached document is a document that applies to the operation and utilization of property within Crown Oaks, a subdivision in Montgomery County, Texas.

That the property affected by these documents is set out on the attached Exhibit "A".

That the documents which affect the use and operation of Crown Oaks are set out on the attached Exhibit "B".

That the attached documents are true and correct copies of the originals. WITNESS WHEREOF, I have hereunto subscribed my name this the $\,\,^{17}\,$ day of , 2007. CROWN OAKS PROPERTY OWNERS ASSOCIATION STATE OF TEXAS § § § COUNTY OF MONTGOMERY BEFORE ME the undersigned authority, on this day personally appeared , the Secretary of the Crown Oaks Property Owners my Mc Donald Association, known to me to be the person whose name is subscribed to the foregoing document and, being by me first duly sworn, declared that s/he is the person who signed the foregoing document in her/his representative capacity, and that the statements therein contained are true and correct. Given under my hand and seal of office this the 6 day of 40905t, 2007.



EXHIBIT "A"

PROPERTY DESCRIPTION

CROWN OAKS, a subdivision of multiple sections located in Montgomery County, Texas, and any other subdivisions which are subsequently annexed thereto and made subject to the authority of the Association, which sections were originally encumbered by restrictive covenants filed of record in Montgomery County, Texas as follows:

Section	Title of Document	Date Recorded	Montgomery County Clerk's File No.
I	Declaration of Covenants, Conditions and Restrictions for Crown Oaks, Section I	03/11/99	99018670
I	First Amended Declaration of Covenants, Conditions and Restrictions for Crown Oaks, Section I	07/02/99	99054156
I	Second Amended Declaration of Covenants, Conditions and Restrictions for Crown Oaks, Section I	12/21/99	99105361
п	Declaration of Covenants, Conditions and Restrictions for Crown Oaks, Section II	06/12/01	2001-049679
ш	Declaration of Covenants, Conditions and Restrictions for Crown Oaks, Section III	05/29/02	2002-053576
IV	Declaration of Covenants, Conditions and Restrictions for Crown Oaks, Section IV	03/18/03	2003-030483

EXHIBIT "B"

- 1. Crown Oaks Property Owners Association Policy Resolution: Collection of Delinquent Assessments
- 2. Crown Oaks Property Owners Association Policy Resolution: Rules Enforcement Procedures

After recording return to:

Roberts Markel Bale, P.C. 2800 Post Oak Blvd., 57th Floor Houston, Texas 77057

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CROWN OAKS PROPERTY OWNERS ASSOCIATION

POLICY RESOLUTION: COLLECTION OF DELINQUENT ASSESSMENTS

WHEREAS, Section 8.10 of the Covenants, Conditions and Restrictions of the Crown Oaks Property Owners Association empowers the Board of Directors to adopt rules and regulations, and to establish fines, levies and enforcement provisions as deemed necessary;

WHEREAS, the Board of Directors feels the need to adopt a collection policy to establish orderly procedures for the collection of assessments which remain unpaid past their due dates;

BE IT RESOLVED that the following procedures would be taken in the collection of delinquent assessments:

- 1. The annual assessment shall be due and payable on the 1st day of January of each year.
- 2. Any assessments, which are not paid by January 30th shall be delinquent.
- 3. Delinquent assessments shall be assessed a penalty of 18% per annum.
- 4. On approximately February 15th, a notice of delinquency shall be mailed to owners who are still delinquent. The notice shall specify the amount of the delinquent payments including interest accrued as of that date.
- 5. If the assessment is not paid by March 15th, a notice of delinquency shall be mailed and shall include a demand for payment of the full amount owing (i.e. the assessment plus interest accrued as of that date) within ten (10) days. The letter shall also state that fees for legal services, including writing a demand letter will appear on the next billing.
- 6. If timely response to the demand for payment is not received, a 30-day demand letter for payment (required by law) will be issued. The letter will advise that should payment not be received within the 30 days, the account will be referred to the Association's attorney, at which time legal fees will be incurred and billed back to the owner.
- 7. If payment is not received, the account will be referred to the Association's attorney, in which he/she will be instructed to send a demand letter.
- 8. If payment of the delinquent account does not result from the attorney's demand letter the Board will then review the account with the Managing Agent and shall elect a remedy of law to include, but not be limited to: Small Claims Court, non-Judicial Foreclosure or whatever other remedy is possible and shall instruct the Association's attorney to move toward such remedy.
- 9. In the event the delinquent account remains unpaid one (1) year or more after the due date of the assessment, Agent shall, unless otherwise authorized by the Board of Directors, instruct the Association's attorney to file for non-Judicial Foreclosure.

This Resolution is in addition to and shall in no way whatsoever detract from the rights of the Association as specified in the Crown Oaks Property Owners Association Declaration.

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This Resolution was adopted on Ath day of Open, 200% by the	Board	of
Directors X. Was		
President		

CROWN OAKS PROPERTY OWNERS ASSOCIATION

POLICY RESOLUTION: RULES ENFORCEMENT PROCEDURES

WHEREAS, Section 8.10 of the Covenants, Conditions and Restrictions of the Crown Oaks Property Owners Association empowers the Board of Directors to adopt rules and regulations, and to establish fines, levies and enforcement provisions as deemed necessary;

WHEREAS, Section 8.11 of the Covenants, Conditions and Restrictions of the Crown Oaks Property Owners Association empowers the Association to enforce the provisions of this Declaration and the Rules and Regulations of the Association and to take such action as necessary or desirable to cause such compliance by each Member and each Related User.

WHEREAS, Section 209.006 of Chapter 209 of the Texas Property Code (the "Code") defines notice requirements before enforcement actions.

WHEREAS, there is a need to establish procedures for the equitable and uniform enforcement of the provisions of the recorded Covenants, Conditions, and Restrictions and the Rules and Regulations adopted by the Association as filed of record in the Official Public Records of Real Property of Montgomery County, Texas affecting property located within Crown Oaks.

NOW THEREFORE be it resolved that the Crown Oaks Property Owners Association, acting through its Board of Directors, hereby adopts the following procedures:

- 1. On becoming aware of a violation, a letter shall be sent by certified mail, return receipt requested, to the violator
 - (i) describing the violation;
 - (ii) stating the amount of the proposed fine and that the Owner's voting rights and use rights can be suspended (in accordance with Section 8.11 of the Covenants, Conditions and Restrictions) if the violation is not corrected;
 - (iii) informing the Owner that he or she is allowed a reasonable period by a specified date to cure the violation and avoid the fine and suspension of voting and use rights (provided, however, if the Owner was given notice and a reasonable opportunity to cure a similar violation within the preceding six (6) month period, the fine may be levied immediately without giving the Owner a reasonable time within which to cure the violation); and
 - (iv) informing the Owner that not later than the thirtieth (30th) day after the date of the notice, (or late date provided by §209.006(b)(2)(B) of the Code or successor statute), the Owner may request a hearing before the Board of Directors to contest the fine.

Policy Resolution Page 1 of 3

- 2. If the request for an opportunity to be heard is received by the Association from the Owner within thirty (30) days from the date of the written notice, a hearing shall be scheduled before the Board. Such hearing shall take place within thirty (30) days at the date and time set by the Board. The Owner shall be notified of the date, time, and place of the hearing not later than the tenth (10th) day before the date of the hearing. The Board or the Owner may request a postponement, and, if requested a postponement shall be granted for a period of not more than then (10) days.
- 3. After an affirmative decision by the Board or after the expiration of the written notice, the Association may enforce compliance by any one or more of the following means:(CC&R 8.11)
 - Levy and collect reasonable and uniformly applied fines and penalties from the Member or Related User, as set forth in Exhibit "A" to this Resolution.
 - 3.2 Levy and collect an assessment against any Member for any costs incurred by the Association in connection with the breach.
 - Take action to cure or abate such violation and to charge the expenses thereof, plus any attorney's fees incurred, to Member in violation.
 - Instruct the Association's attorney to send a letter of demand and, if necessary, proceed to file suit. Provided, however (as required by Section 209.008 of the Code), prior to turning a violation over to the Association's attorney, the owner will be sent a written notice that attorney's fees and costs will be charged to the Owner if the violation continues after a date certain. Any legal expenses and fees incurred shall be assessed to the Owner.
 - 3.5 Exclude any Member or Related User from use of any recreational facilities within the Common Areas, during and up to sixty (60) days following any breach, unless the breach is a continuing breach, in which case the exclusion shall continue for so long as such breach continues.
 - 3.6 Suspend the voting rights of a Member during and up to sixty (60) days following any breach, unless the breach is a continuing breach, in which case the exclusion shall continue for so long as such breach continues.
 - 3.7 Take such other action as may be appropriate.
- 4. Cases justifying immediate action shall include and shall not be limited to damage to Common Property or Facilities.
- 5. Damage assessments against an Owner will be assessed against the Owner's Lot. The Owner will be responsible for the actions of all residents, guests and invitees of the Owner and any fines or damage assessments against such residents, guests and invitees will also be assessed against the Owner' Lot. Provided, however, prior to charging an Owner's Lot for damages (in accordance with Section 209.006 of the Code) the Owner must be sent a written notice by certified mail, which notice must describe the property damage and advise the Owner that he

or she may request a hearing before the Board in accordance with the procedures set forth above under Sections 1 (iv) and 2.

6. The notice provisions of Sections 1(iv) and 2 (as allowed by Section 209.007(d) of the Code, do not apply if the Association is seeking a temporary restraining order or temporary injunctive relief.

This Policy Resolution was adopted by the Board of Directors on the Although , 200**5.7**.

FILED FOR RECORD

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COUNTY CLERK
MONTGOMERY COUNTY, TEXAS

ЯНСОКИКИ! И МЯМОНАМОЙМ:

At the time of recordation, this instrument was found to be inadequate for the best photographic reproduction because of illegibility, carbon or photo copy, discolored paper, etc. All blackouts, additions and changes were present at the time the instrument was filed and recorded.

STATE OF TEXAS COUNTY OF MONTGOMERY

COUNTY OF MONTGOMENT

I hereby certify this instrument was filed in
File Number Sequence on the date and at the time
stamped herein by me and was duly RECORDED in
the Official Public Records of Real Property at
Montgomery County, Texas.

AUG 2 7 2007