

**SHAVANO RIDGE HOMEOWNERS ASSOCIATION, INC.
ENFORCEMENT POLICY**

STATE OF TEXAS §
 §
COUNTY OF BEXAR §

Pursuant to Section 209.006, Texas Property Code, and Section 209.007, Texas Property Code, the Board of Directors of Shavano Ridge Homeowners Association, Inc. hereby adopts the following Enforcement Policy to govern procedures for enforcement of the governing documents of the Association:

I. ENFORCEMENT ACTION DEFINED

In this Policy, “enforcement action” is defined suspension of an Owner's right to use a Common Area, filing a suit against an Owner other than a suit to collect a regular or special assessment or foreclose the Association's lien, charging an Owner for property damage, levying a fine for a violation of the restrictions or Bylaws or rules of the Association, or reporting any delinquency of the Owner to a credit reporting service.

II. NOTICE OF ENFORCEMENT ACTION

Before the Association may take enforcement action against any Owner, it must first give written notice to the Owner by certified mail. The notice must:

- (1) describe the violation or property damage that is the basis for the suspension action, charge, or fine and state any amount due the Association from the Owner;
- (2) unless the Owner has been previously given notice and the opportunity to cure the violation without penalty in the preceding six months, inform the Owner that the Owner:
 - (A) is entitled to a reasonable period to cure the violation and avoid the fine or suspension if the violation is of a curable nature and does not pose a threat to public health or safety;
 - (B) may request a hearing on or before the thirtieth day after the date the notice was mailed to the Owner; and,
 - (C) may have special rights or relief related to the enforcement action under federal law, including the Servicemembers Civil Relief Act (50 U.S.C. App. Section 501, *et seq.*), if the Owner is serving on active military duty;
- (3) specify the date by which the Owner must cure the violation if the violation is of a curable nature and does not pose a threat to public health or safety; and
- (4) be sent by verified mail to the Owner at the Owner's last known address as shown on the Association records.

The notice and hearing provisions of this Policy do not apply if the Association files a suit seeking a temporary restraining order or temporary injunctive relief or files a suit that includes foreclosure as a cause of action, nor to a temporary suspension of a person's right to use common areas if the temporary suspension is the result of a violation that occurred in a Common Area and

involved a significant and immediate risk of harm to others in the subdivision. The temporary suspension is effective until the Board makes a final determination.

III. HEARING REQUEST

If an Owner makes a timely written request for a hearing before the Board, the hearing shall be held within thirty days of the date the Board receives the Owner's request for a hearing and the Board shall notify the Owner of the date, time, and place of the hearing not later than the tenth 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 ten days. Additional postponements may be granted by agreement of the Owner and the Board. The Owner or the Association may make an audio recording of the meeting.

IV. HEARING PACKET

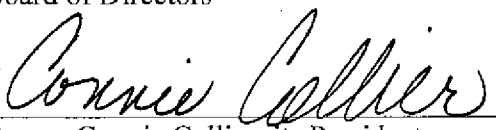
Not later than ten days before the Association holds a hearing under this Policy, the Association shall provide to the Owner a packet containing all documents, photographs, and communications relating to the matter the Association intends to introduce at the hearing. If the Association does not provide a packet by the ten-day deadline, the Owner is entitled to an automatic fifteen-day postponement of the hearing.


V. HEARING PRESENTATIONS

During the hearing, a member of the Board or the Association's designated representative shall first present the Association's case against the Owner. The Owner or the Owner's designated representative is entitled to present the Owner's information and issues relevant to the appeal or dispute.

The foregoing was adopted by majority vote of the Board of Directors of the Association, as certified by the signatures below of the President and Secretary of the Association, to be effective upon this Policy being recorded in the Official Public Records of Bexar County, Texas.

SHAVANO RIDGE HOMEOWNERS
ASSOCIATION, INC.
a Texas non-profit corporation,
acting by and through its
Board of Directors

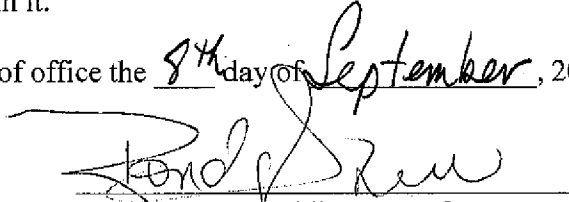

By: Connie Collier, its President


By: Martin Ong, its Secretary

STATE OF TEXAS §
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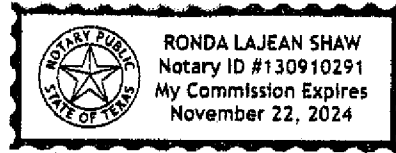
Before me, the undersigned notary public, on this day personally appeared Connie Collier, President of Shavano Ridge Homeowners Association, Inc., known to me or proved to me by presentation to me of a governmentally-issued identification card to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that they executed it for the purposes and consideration expressed in it.

Given under my hand and seal of office the 8th day of September, 2021.



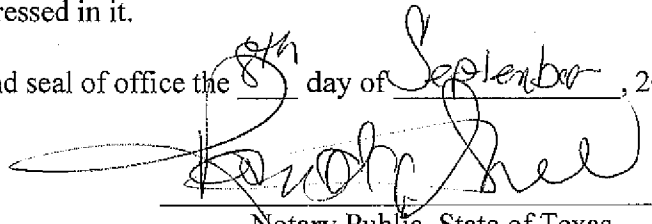
Notary Public, State of Texas

STATE OF TEXAS §
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COUNTY OF BEXAR §



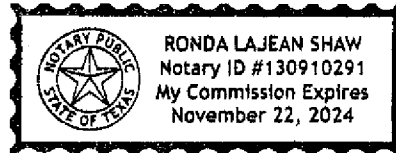
Before me, the undersigned notary public, on this day personally appeared Martin Ong, Secretary of Shavano Ridge Homeowners Association, Inc., known to me or proved to me by presentation to me of a governmentally-issued identification card to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that they executed it for the purposes and consideration expressed in it.

Given under my hand and seal of office the 8th day of September, 2021.



Notary Public, State of Texas

AFTER RECORDING RETURN TO:
Shavano Ridge Homeowners Association, Inc.
c/o Tom L. Newton, Jr.
Allen, Stein & Durbin, P.C.
6243 IH 10 West, Suite 700
San Antonio, TX 78201



File Information

**eFILED IN THE OFFICIAL PUBLIC eRECORDS OF BEXAR COUNTY
LUCY ADAME-CLARK, BEXAR COUNTY CLERK**

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Any provision herein which restricts the sale or use of the described real property because of race is invalid and unenforceable under Federal law

STATE OF TEXAS, COUNTY OF BEXAR

I hereby Certify that this instrument was eFILED in File Number Sequence on this date and at the time stamped hereon by me and was duly eRECORDED in the Official Public Record of Bexar County, Texas on: 9/9/2021 9:06 AM



Lucy Adame-Clark
Lucy Adame-Clark
Bexar County Clerk