



FINING POLICY
for
COVINGTON WEST HOMEOWNERS ASSOCIATION

THE STATE OF TEXAS §
 §
COUNTY OF FORT BEND §

I, Barry L. Young, President of the Board of Directors of the Covington West Homeowners Association (the "Association"), do hereby certify that at a meeting of the Board of Directors ("the Board") of the Association duly called and held on the 9th of October, 2026, with at least a quorum of the members of the Board being present and remaining throughout, and being duly authorized to transact business, the following Fining Policy was duly approved by a majority vote of all members of the Board:

RECITALS:

Whereas, without limitation, Section 204.010 (a)(6) of the Texas Property Code authorizes the Covington West Homeowners Association, acting through its Board of Directors, to regulate the use, maintenance, repair, replacement, modification, and appearance of the subdivision; and

Whereas, pursuant to the authority provided by applicable law, the Board has deemed it necessary to adopt a policy for the levy of fines for violations and infractions of the Declaration of Amended and Restated Covenants, Conditions and Restrictions for Covington West, a subdivision of Fort Bend County, Texas 2026 ("Declarations") and any or all Guidelines of the Association ("Guidelines").

The Board, on behalf of the Association, hereby adopts a Fining Policy consistent with the provisions of Section 209.0061 of the Texas Property Code for the levy of fines.

Now, therefore, be it resolved that formal notice is hereby given to all existing Owners of Lots in the Covington West Subdivision that from and after the effective date set forth below, the following "Fining Policy" shall be in full force and effect:

PROCEDURES FOR FINING POLICY

1. **Responsibilities for Violations** - Each Owner shall be responsible for assuring that Owner, their family, tenant(s), occupant(s), guest(s), and invitee(s) comply with the provisions of the Declarations and any or all Guidelines. In the event a violation of any of the Declarations and Guidelines occurs, the Association may impose a fine as described below upon the Owner & such fine shall be assessed against the Owner's Lot.
2. **Courtesy Notice(s)** - Before any fine is imposed, a courtesy notice may first be sent to the Owner prior to any notice required by applicable law in which a reasonable period of time is given, as determined by the Board, to correct the violation(s). A courtesy notice is intended to provide the Owner an opportunity to resolve the matter without formal enforcement action. The board may send additional courtesy notices and/or give additional time to comply with the Governing Documents depending on the severity of the violation and its impact on the community. The Board is not required to issue a courtesy notice when circumstances warrant more immediate action or when otherwise permitted by law

3. **Formal Certified Notice** - If the violation continues, recurs, or otherwise warrants further enforcement, the Association will send the Owner a formal written notice via certified mail, as required by Texas Property Code Section 209.006, or its successor statute, describing the violation, the amount of the fine, and a reasonable period of time to correct the violation and avoid the fine if it does not pose an immediate threat to public health or safety of an ordinary resident. If a violation is corrected within the period of time stated in the notice, the fine will not be imposed.

The time allowed to correct a violation may vary depending upon the nature and circumstances of the violation. A condition that can reasonably be corrected promptly, such as an unmowed lawn, will be given a shorter correction time than a condition requiring repairs, contractor services, materials, permits, or other substantial work.

When the Owner repeats the same violation within six months of the previous violation and they have been given a formal notice and the opportunity to exercise any rights available with the formal notice, the Association is not required to provide another formal notice and follow the procedures related to it.

4. **Request for Hearing** - The Association shall inform the Owner that they have the right to submit a request in writing for a hearing before the Board on or before the 30th day after the date the formal notice was mailed to the Owner, as required under Texas Property Code Section 209.007. If the Owner fails to request a hearing within the 30-day window, they will not be entitled to a hearing.

If a hearing is requested by the Owner, the Board shall hold the hearing within 30 days after the date the Board receives the Owner's written request. The Association will notify the Owner of the date, time and place of the hearing not later than the 10th day before the hearing. If a postponement of the hearing is requested by either the Board or the Owner, it must be granted for a period of not more than 10 days. Any additional postponement may be granted by agreement of the parties.

5. **Discretion of The Board** - The Board may waive, reduce, suspend, or extend the period of time for correcting the violation prior to imposing a fine when it determines that doing so is reasonable and consistent with the Association's Governing Documents and applicable law and shall exercise this discretion judiciously and consistently to maintain fairness and uphold the best interests of the community.

CATEGORIES OF VIOLATIONS SUBJECT TO FINES

This list provides examples of potential violations, but is not exhaustive or limited to only these violations:

Lot Maintenance: failure to mow, edge or otherwise maintain the property including flowerbeds, plantings, and removal of dead trees; failure to replace a broken fence

Vehicles: inoperable or abandoned vehicles stored anywhere other than an enclosed garage; vehicles parked anywhere on the Lot other than in the driveway; overstay of RVs; unauthorized storage of a boat, utility trailer, recreational vehicle, or recreational equipment (ie. bicycles, grills, etc.)

Trash Containers: improper storage of trash containers; failure to remove trash containers from curb

Use Restrictions: violations of short-term leasing restrictions or single-family residential use provisions; prohibited multi-family use of portions of a residence, garage, or accessory building; operating a prohibited business

Nuisances: offensive odors; excessive noise; nuisance animals or other animal-related violations; accumulation of trash or debris in front of home or on Lot

Architectural Control Committee (ACC) violations: failure to seek approval for improvements or changes or non-compliance of approval

After an affirmative decision by the Board, or after the expiration of the formal written notice, the Association acting through its Board is hereby authorized to impose fines according to the following schedule for violations of any Declarations and Guidelines of the Association.

FINING SCHEDULE

Initial Fine If the violation is not cured within 15 days or the reasonable time given to correct the violation, notice will be sent to the Owner informing them that the **fine of \$25.00** will be imposed.

Additional Fines If the violation continues and remains unresolved for the subsequent 15 days after the initial enforcement period, another notice will be sent to the Owner informing them that an additional **fine of \$25.00** will be imposed.

For a violation that continues thereafter, fines of **\$50.00 per 30-day period** will be imposed until the violation is corrected, subject to applicable law and the discretion of the Board.

Any fines that repeat each month due to the violation being unresolved will have an **added monthly \$5.00 Administration Fee**.

Fines imposed under this policy due to an owner's failure to timely correct the violation(s) are cumulative of, and do not prevent the Association from undertaking any action authorized by the Association's Governing Documents and/or applicable law including but not limited to initiating legal action. At such time, all attorney's fees, costs, & fines shall be the Owner's responsibility and shall be billed and/or assessed and collected and secured in the same manner as assessments.

The Board may amend this Fining Policy and Schedule from time to time. Any amendment will apply on a uniform and nondiscriminatory basis to all Owners from its effective date.

I hereby certify that I am the duly elected, qualified and acting President of the Board of Directors of the Association and that the foregoing Fining Policy was approved by a majority vote of the Board of Directors as set forth above and now appears in the books and records of the Association, to be effective upon recording in the Official Public Records of Real Property of Fort Bend County, Texas.

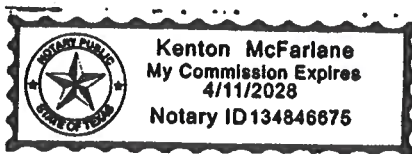
TO CERTIFY which witness my hand this the 16th day of October, 2026

COVINGTON WEST HOMEOWNERS ASSOCIATION

By: [Signature]
Barry L. Young, President
Board of Directors

THE STATE OF TEXAS §
COUNTY OF Fort Bend §

BEFORE ME, the undersigned notary public, on this 16th day of October, 2026, personally appeared Barry L. Young, President of the Board of Directors of Covington West Homeowners Association, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purpose and in the capacity therein expressed.



[Signature]
Notary Public in and for the State of Texas

RETURNED AT COUNTER TO:

Henry Clayton
14115 LOYAN CT
SUGAR LAND, TX 77498

**FILED AND RECORDED
OFFICIAL PUBLIC RECORDS**

[Signature]

Laura Richard, County Clerk

Fort Bend County Texas

October 19, 2026 08:48:30 AM

FEE: \$27.00 BR1

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