

5
notice
H

**SECRETARY'S CERTIFICATE OF
THE WOODVINE PARK
COUNCIL OF CO-OWNERS, INC.
(LEASING RULES)**


The undersigned, being the duly elected, qualified, and acting Secretary of The Woodvine Park Council of Co-Owners, Inc., a Texas non-profit corporation, the corporation set forth and described in that certain "Condominium Declaration for Woodvine Park" recorded in Volume 128, Page 1, et seq., of the Condominium Records of Harris County, Texas (said recorded document and all exhibits and amendments thereto being referred to as "Declaration"), the undersigned Secretary further being the keeper of the minutes and records of said corporation, does hereby certify that at a regular meeting of the Board of Directors of the Association held on Sept. 5, 2018, 2018, with at least a majority of the Board of Directors being present, the Leasing Rules attached hereto as Exhibit "A" were adopted and approved by the Board of Directors.

lee

IN WITNESS WHEREOF, the undersigned has hereunto set his hand and at Houston, Texas, this 19 day of September, 2018.

**THE WOODVINE PARK COUNCIL OF CO-OWNERS,
INC., a Texas non-profit corporation**

10R

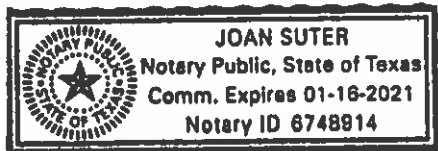
By: 
Laura Crabb, Secretary

STATE OF TEXAS

§
§
§

COUNTY OF HARRIS

This instrument was acknowledged before me on this 19 day of September 2018, by Laura Crabb, Secretary of The Woodvine Park Council of Co-Owners, Inc., a Texas non-profit corporation, on behalf of said corporation.



Joan Suter

Notary Public - State of Texas

RECORD AND RETURN TO: *W*
Frank, Elmore, Lievens,
Chesney & Turet, LLP
Attn: K. Slaughter
9225 Katy Freeway, Suite 250
Houston, Texas 77024

EXHIBIT "A"
THE WOODVINE PARK
COUNCIL OF CO-OWNERS, INC.
LEASING RULES

THESE LEASING RULES SHALL BE DEEMED INCORPORATED INTO AND FORM A PART OF THE EXISTING AMENDED AND RESTATED COMMUNITY RULES OF THE WOODVINE PARK COUNCIL OF CO-OWNERS, INC., AS DESCRIBED IN AND AS FULLY SET FORTH IN THAT CERTAIN "SECRETARY'S CERTIFICATE OF THE WOODVINE PARK COUNCIL OF CO-OWNERS, INC." RECORDED ON JANUARY 4, 2016, UNDER HARRIS COUNTY CLERK'S FILE NO. 20160002255 OF THE OFFICIAL PUBLIC RECORDS OF HARRIS COUNTY, TEXAS.

LEASING RULES

1. Each Owner shall be required to, and shall be solely responsible for reviewing, researching, and determining the character, criminal background, sex-offender background, prior conviction background, prior landlord referrals, and/or suitability of each prospective tenant and/or other occupant of his or her Unit in such manner which is reasonable and prudent of landlords in Houston, Harris County, Texas, for properties comparable to Woodvine Park at the time such lease application is made/lease entered into. In the event that any Owner fails or refuses to undertake the review and research as to such matters, such Owner shall be liable to any party whomsoever who suffers any damage or injury resulting from the acts of any such tenant/occupant which would have been reasonably foreseeable had the Owner performed such review and research as to such matters and such matters disclosed information which a reasonable and prudent landlord in Houston, Harris County, Texas, leasing similar property would have considered unfavorable and grounds for rejection of lease approval. Further, in the event that an Owner undertakes the review and research as to such matters, and such review and research discloses matters which a reasonable and prudent landlord in Houston, Harris County, Texas, leasing similar property would have considered unfavorable and grounds for rejection of lease approval, and such Owner elects to lease to such tenant/occupant notwithstanding same, then such Owner shall be liable to any party whomsoever who suffers any damage or injury resulting from the acts of any such tenant/occupant which would have been reasonably foreseeable given the matters disclosed by such review and research. The Association, the Board of Directors, the Officers, and the agents of the Association shall have no obligation to review, research, and/or determine the character, criminal background, sex-offender background, prior conviction background, prior landlord referrals, and/or suitability of any prospective tenant/occupant of any Unit in the property.

2. As provided in Article IX, Section 9.1 of the Declaration, all leases must be in writing, and subject to the terms of the Declaration, Bylaws, and Rules and Regulations of the Association. In the event that any tenant/occupant violates any restrictive covenant, term, or condition contained in the Declaration, Bylaws, or Rules or Regulations, such default shall constitute a default under the lease and the Owner of such Unit shall, within ten (10) days following written demand by the Association, declare the Lease to be in default, and commence forcible entry and detainer (eviction) proceedings against the tenant/occupant as a result of such default.

3. Not later than the thirtieth (30th) day after the date an Owner leases a Unit to a tenant/occupant, the Owner shall provide the Association with the following:
 - a. A copy of the fully completed and executed lease (information deemed personal such as social security numbers, business terms, rent amount, etc. may be redacted);
 - b. As required by Section 82.114(e)(3) of the TEXAS PROPERTY CODE, if not shown in the copy of the lease delivered pursuant to item (a) above, the name, address, and telephone number of each and every person occupying the Unit as a tenant/occupant under lease; and
 - c. As required by Section 82.114(e)(4) of the TEXAS PROPERTY CODE, if not shown in the copy of the lease delivered pursuant to item (a) above, the name, address, and telephone number of any person managing the Unit as agent of the Unit Owner.

Owners who fail or refuse to provide the documentation and information required by this Paragraph 3 within the time required shall be subject to the levy of an initial fine in the amount of Two Hundred Dollars (\$200.00), with a subsequent fine of One Hundred Dollars (\$100.00) per month thereafter until such time that all of the required information is properly delivered. Any Owner who fails or refuses to provide the documentation required by this Paragraph 3 on two (2) or more occasions during any cumulative twelve (12) month period shall be subject to the levy of a fine in the amount of One Hundred Dollars (\$100.00) for each additional time the Owner fails or refuses to provide such information to the Association.

4. Each Owner shall provide the Association with at least ten (10) day written notice prior to any new tenant/occupant moving into a Unit under a lease; and a ten (10) day written notice prior to any tenant moving out of a Unit under a lease. Such notice shall be provided to the Association in care of the Association's managing agent.

5. Each Owner shall be responsible for, and shall pay for damage to the common elements or any unit caused by the negligence or willful misconduct of the Owner's tenant, any other occupant of the Owner's Unit, or the tenant's/occupant's family, guests, employees, contractors, agents, or invitees.

6. Each Owner shall be liable to the Association for violations of the Declaration, Bylaws, or Rules and Regulations of the Association by any tenant of the Owner, or any occupant of the Owner's Unit, or any of the tenant's/occupant's family, guests, employees, agents, or invitees, and for costs incurred by the Association to obtain compliance, including attorney fees, whether or not suit is filed.

RECORDER'S MEMORANDUM:

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 blockouts, additions and changes were present at the time the instrument was filed and recorded.

FILED FOR RECORD

8:00:00 AM

Thursday, October 11, 2018

Stan Stewart

COUNTY CLERK, HARRIS COUNTY, TEXAS

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

Thursday, October 11, 2018



Stan Stewart
COUNTY CLERK
HARRIS COUNTY, TEXAS