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**POLICY RESOLUTION OF THE
BOARD OF DIRECTORS
OF
BELLAVITA AT GREEN TEE HOMEOWNERS ASSOCIATION, INC.**

The undersigned, being the Secretary of BellaVita at Green Tee Homeowners' Association, Inc. (the "Association"), certifies that the attached Policy Resolution was adopted by the Board of Directors of the Association at a meeting duly called and held on November 30, 2011 at which a quorum was at all times present:

**BellaVita at Green Tee Homeowners' Association
Age Restricted Community Policy**

Overview: Pursuant to the Fair Housing Act (both the State and the Federal), companies are prevented from discriminating against families with children in the sale and rental of housing. One limited exception to that rule is the exemption for housing for the elderly.

The exemption in the Federal and State Fair Housing Acts for elderly housing has two categories: (1) communities of housing intended for and occupied by individuals 62 and older; and (2) communities of housing intended for and occupied by at least one person 55 years or older, as long as such "55 and over community" adheres to certain rules.

The rules for "55 and over communities" basically states that such a community will qualify for the exemption, i.e. can discriminate in favor of persons 55 years and over, if at least 80% of the occupied units in the community are occupied by at least one person 55 years of age or older.

The rules for "55 and over communities" do not mandate what must be done with the remaining 20% of the units in the Community and allow the Community to set its own policy with respect to such 20%.

Policy: The Board of Directors of BellaVita at Green Tee has decided that with respect to the remaining 20% of units in BellaVita at Green Tee, that one-half of that 20%, or 10% of the units in BellaVita at Green Tee, may be occupied by persons at least one of which is 50 years of age or older. The other one-half of the 20%, i.e. 10% of the units in BellaVita at Green Tee, should be reserved for units that cease being occupied by a person 55 or older because of a death or divorce. Reserving this 10% and not allowing the full 20% to be occupied by person under 55 gives the community the flexibility to absorb changes in the person occupying units by reason of death or divorce without losing the Community's compliance with the Fair Housing Acts.

The Board also wishes to make clear that allowing this 10% of the units to be sold to persons between 50 and 55 will be applied consistently to initial sales from the developer as well as to resales from existing owners. The Board has established procedures so that

at any time, an existing owner may inquire of the Managing Agent about the specific percentages of 55 and under 55 occupying the community.

Nothing in the policy shall waive or release the restrictive covenants applicable to BellaVita at Green Tee. All owners shall still comply with all of the terms and conditions of such restrictive covenants as well as all of the terms and conditions of the Fair Housing Act, as it now exists or as it may be amended in the future.

Compliance: Age Restricted or Active Adult Communities must meet certain requirements to establish and maintain their legal exemption for "housing for older persons" in compliance with the provisions of the Fair Housing Act that allows such communities the right to restrict the age of residents. This document details the processes needed to meet those requirements.

Procedures:

Initial Age Survey:

- 1) When closing documents are received, a Service Request is opened in MaxTrac to send a request for an Age Survey to be completed when the "Welcome" letter is sent. A reminder is set to send this in 30 days. [See Intranet\Procedures\Service Specialists\Age Restricted Communities\Age Survey Letter]
- 2) If not received after 30 days, a reminder letter is sent stating that our records indicate we previously wrote requesting that the owner submit a completed Age Survey to comply with HUD requirements and we have not yet received a response. A reminder is set in the Service Request to follow up in 30 days.
- 3) If still not received, a §209 Demand letter is sent [See Intranet\Procedures\Service Specialists\Age Restricted Communities\Age Survey Violation Demand 209]. We pursue this as a non-compliant violation until the required information is provided by the owner.
- 4) When a completed Age Survey is received, **if the owner is 55 years or older** (one qualifying resident per home), the Service Request is updated to reflect that we have received it. The form is scanned and saved to the specific unit's property folder on the G: drive, and then filed in the specific community's Age Compliance File, Age Compliance Spreadsheet for the current year, in alphabetical order by Street name.

When ownership changes, the paperwork for the previous owner is taken out of the Age Compliance File and placed in the unit property folder.

Per residency unit, as long as residency does not change, the same age verification documentation may remain on file as proof of the residency of a 55 years or older resident and new documentation need not be submitted for subsequent Age Surveys.

- 5) The **Age Compliance Spreadsheet** is updated to reflect the status of the current qualifying occupant of that address. [See Intranet\Procedures\Service Specialists\Age Restricted Communities\Age Compliance Spreadsheet].

ABC HOA Age Survey List 2010								
Address	Street Name	Resident's Last Name	Resident's First Name	Birth Month	Birth Day	Birth Year	Current Age	Audit 2010
2	Abercrombie Place	Kramm	Kenneth	April	15	1945	65	x
3	Abercrombie Place	Juenger	Joseph	Mar	28	1925	85	x
6	Abercrombie Place	Kramm	Kenneth	April	15	1945	65	x
7	Abercrombie Place	James	Jeanne	December	19	1930	80	x
10	Abercrombie Place	Routon	Ed	November	10	1946	64	x
11	Abercrombie Place	Willis	Levy	April	21	1931	79	x
15	Abercrombie Place	Coats	Sandra	September	9	1935	75	x
18	Abercrombie Place	Uffhausen	Gert	September	11	1938	72	x
19	Abercrombie Place	Cady	George	May	6	1940	70	x
22	Abercrombie Place	Dunderstadt	Douglas	December	2	1934	76	x
23	Abercrombie Place	Esposito	Norma	March	20	1928	82	x
26	Abercrombie Place	Jackson	Alton	November	2	1927	83	x
27	Abercrombie Place	Baldwin	Billie	June	3	1926	84	x
30	Abercrombie Place	Bacanis	Virginia	September	12	1937	73	x
34	Abercrombie Place	Hammon	Wanda	October	6	1937	73	x
35	Abercrombie Place	Collins	Jeanette	December	10	1941	69	x
38	Abercrombie Place	Pending						x
42	Abercrombie Place	Darby	Glen	March	17	1945	65	x
45	Abercrombie Place	Gammert	Brian	December	12	1925	85	x
46	Abercrombie Place	Eaton	Stanley	December	8	1926	84	x
50	Abercrombie Place	Jones	Anne	July	9	1933	77	x
51	Abercrombie Place	Saputo	Josephine	January	2	1929	81	x
2	Arcadia Way	Ponder	Jean	August	29	1938	72	x
3	Arcadia Way	Crawford	Robin	July	12	1941	69	x
6	Arcadia Way	Reneau	Dobby	January	6	1932	78	x
7	Arcadia Way	Canas	Reynaldo	August	12	1948	62	x
10	Arcadia Way	Henry	Richard	October	10	1936	74	x
11	Arcadia Way	Eaton	Michelle	February	20	1950	58	x
14	Arcadia Way	Boemer	Charles	April	18	1957	53	x

Age Exception for Residents under 55 years of age:

When a completed Age Survey is received, if the residents are under the age of 55 years, an **Age Exception Form** should be completed and forwarded to the Board of Directors for a variance to be granted [See Intranet\Procedures\Service Specialists\Age Restricted Communities\Age Exception Request Form]. The Board of Directors has the right to deny a request for a variance based on age / circumstances of the individual. All under-age occupants are required to obtain an Age Exception variance from the Board of Directors.

Regular Age Survey Audits:

A current Age Survey is required to be completed and filed every two years and a survey will be mailed to each homeowner biannually in even-numbered years along with the notice for the annual meeting.

The Age Compliance File may be checked more frequently to ensure that all properties have completed surveys. Therefore it is critical that the latest complete filed Age Survey is never more than two years old.

Any missing individual surveys are pursued per the Initial Age Survey Procedure above.

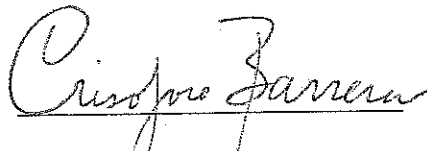
Calculating and Reporting the Percentage Age Requirement:

- 1) Percentage compliance is calculated from the Age Compliance Spreadsheet [saved and regularly updated on the G: Drive].
- 2) A Summary Audit Report of percentage compliance is filed to the Age Compliance File folder [See Intranet\Procedures\Service Specialists\Age Restricted Communities\Age Compliance Audit Report].
- 3) This information is provided, in the form of the Summary Report, to the Board of Directors as part of the bi-annual audit process and the fact that the Community is in compliance with at least the minimum 80% requirement is confirmed.

EXECUTED on the 26th day of December, 2011.

BELLAVITA AT GREEN TEE
HOMEOWNERS ASSOCIATION, INC.

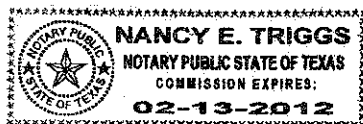
By:


Crisoforo Barrera, Secretary

THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

BEFORE ME, the undersigned notary public, on this day personally appeared Crisoforo Barrera, Secretary of Bellavita at Green Tee Homeowners' Association, Inc., known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he/she executed the same for the purpose and in the capacity therein expressed.

SUBSCRIBED AND SWORN TO BEFORE ME on this the 26th day of December, 2011, to certify which witness my hand and official seal.



Nancy E. Triggs

Notary Public - State of Texas

After Recording Return to:
HOLT & YOUNG, P.C.
11200 Richmond Ave., Ste. 450
Houston, Texas 77082

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FILED FOR RECORD
8:00 AM

JAN - 3 2012

Sta. Stewart
County Clerk, Harris County, Texas

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.

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.

JAN - 3 2012



Sta. Stewart
COUNTY CLERK
HARRIS COUNTY, TEXAS