

11/06/96

**RESOLUTION REGARDING
FAIRWAY HOMEOWNER'S ASSOCIATION, INC. (FHA)
GUIDELINES AND INFORMATION FOR OWNERS AND TENANTS**

WHEREAS, Chapter 204, Section 204.010 of the Texas Property Code authorizes associations acting through their boards of directors to regulate the use, maintenance, repair, replacement, modification, and appearance of the property; and,

WHEREAS, such rules are necessary to help maintain the attractiveness of Fairway Homeowner's Association, Inc. (FHA) Townhomes and thereby support property values of the property;

NOW THEREFORE, BE IT RESOLVED THAT: the following Maintenance Guidelines and Information which are based on the Declaration of Covenants, Conditions and Restrictions are hereby adopted:

MAINTENANCE GUIDELINES AND INFORMATION

The following lists maintenance guidelines and information governing the use of the Common Area and facilities of FHA Townhomes, and the privileges and responsibilities of the owners, their tenants, and their guests thereon.

DRIVEWAY/CARPORT AREA

1. Parking shall be in covered carport area only. Parking in the drive for more than a few minutes prevents other residents from having unhindered use of the drive and prevents the ingress and egress of emergency vehicles, such as fire, or ambulance, garbage services, repair services, necessary for the benefit and comfort of all residents.
2. The carport areas are for vehicle storage only. There shall be no other storage of any kind in the carport areas, and carport areas shall be kept free of trash and debris.
3. The driveway is designed for passenger vehicles only. Arrange for all delivery vehicles to park in the front. If item is for the back part of your townhome, bring item into your home via a dolly.
4. Refrain from driving or parking on the grass behind the driveway. This grass area is an easement with sewer, telephone and electrical lines running beneath it.
5. If your carport light is burned out, avoid parking your car beneath the light so maintenance can put a ladder under the fixture to change the bulb.

6. Surface drains in the front or back of the townhouses are for water drainage only. Do not put any other substances in them. This is a Clear Lake Water Authority regulation.
7. Observe all posted signs, especially the speed limit sign of 10 miles per hour.

FRONT AREA

1. Please water your front lawn, shrubs and trees, and especially, near your foundation, during dry weather. The water from the front faucets which are stenciled green with the letters FHA is billed to FHA.

ALUMINUM WIRING

1. These townhomes have aluminum wiring which can be a fire hazard if not properly installed. Some indications of hazardous conditions are as follows:
 - a. Lights dimming when a switch or appliance is turned on.
 - b. Outlets that are warm to the touch or plugs that have to be jiggled to make electrical contact.
 - c. Electrical interference bars on TV screen when a switch or appliance is turned on or off. This will be a horizontal static or noise line 1/4" to 1/2" wide in the picture that will move vertically on the screen. It will be present for a very short time and indicates that electrical arcing has occurred in a circuit.
2. Due to the difference in expansion rates for copper and aluminum when heated, aluminum wire has a tendency to loosen the connections at terminals. Oxidation of the aluminum can also form a high resistance connection in a circuit. Current flowing through a high resistance dissipates heat to surrounding materials and may eventually cause a fire.
3. All screw terminals should be tight. Switches and outlets which have the wires inserted into the rear of the device (stab lock connections), rather than screw terminals, are especially prone to problems. Switches and outlets should be replaced with types specifically designed for use with aluminum wire. There are also several paste type products on the market which can be used to coat terminal connections to retard oxidation of the aluminum wire.

It is advisable that electrical work be performed by a qualified electrician.

TRASH

1. Use plastic trash bags, preferably placed in a garbage can. All cans must be kept out of public view in an enclosed patio or storeroom between trash days.
2. If you see any trash on the premises, front or back, please pick it up.
3. For trash pickup schedule and large item pickup, see the attached information sheet.

FREEZE PRECAUTIONS

1. The overhead hot and cold water lines that run through the cover of the walkway from the townhouse to the wash room may freeze during the winter. Take precautions to protect them. Suggested ways to help protect them:
 - a. Insulate the pipes and to put a strip heater around the pipes.
 - b. Put a valve in the hot and cold lines close to the townhome that can be turned off to allow water in the lines to drain. Be sure to also include an air valve located downstream from the hot and cold valves.
2. You may want to consult a qualified plumber.

MAINTENANCE

1. All exterior alterations must be approved by the Board of Directors or the Architectural Control Committee. No changes will be approved that will interfere with the Association's access for exterior maintenance.
2. Glass in windows and doors must be whole and not cracked. Weatherstripping must not be loose and visible from public view.
3. Shrubs and trees in the patio areas must be kept trimmed and well maintained.

For your information, if you have complaints or recommendations about yard work outside the patio areas or about building maintenance, direct them to the FHA Lawn Maintenance Chairman and Building Maintenance Chairman, respectively.

PETS

1. If a resident has pet(s) such as dogs and cats, the limit is two of each category as stated in the Fairway Homeowner's Association's DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS (ARTICLE X, Section 2).
2. Because our townhomes are in the Houston city limits, domesticated animals (e.g., dogs and cats) are not allowed to run loose and must be walked on a leash.
3. Be sure that exterior areas, such as the patio, are maintained in a clean and sanitary condition and without odors.

MISCELLANEOUS

If your mortgage company does not collect the monthly maintenance fee, send payment to F.H.A., P.O. Box 58832, Houston, Tx 77258, on the first of each month.

The maintenance fee is due and payable by the fifth (5th) of each month. Any account delinquent for three (3) months will be turned over to FHA's attorney, and the owner will be charged at 6% annual percentage rate (APR) plus attorney fees. Those preferring to make quarterly payments should do so at the beginning rather than the end of the quarter.

Attachments:
General Information for FHA, Inc.
Emergency Information for FHA, Inc.

Adopted this 6th day of November, 1996, by a majority of the Board of Directors present at a meeting of the Board of Directors.

Anne Wilde
Secretary