

22



COLLECTION AND PAYMENT PLAN POLICY
RIDGEGATE COMMUNITY IMPROVEMENT ASSOCIATION, INC.

WHEREAS, the Texas legislature adopted new laws affecting collection policies with respect to maintenance assessments as set forth in Section 209 of the Texas Property Code as well as other provisions of Texas law; and,

WHEREAS, Ridgeway Community Improvement Association, Inc. (the "Association") intends to comply with all such new laws;

THEREFORE, this Collection and Payment Plan Policy is established on behalf of the Association.

1) Owners within the community are entitled to only one (1) approved payment plan to pay their annual assessments and other sums due and owing to the Association in conformity with this Payment Plan Policy. A payment plan administrative fee shall be charged in the amount of \$40.00.

2) All payment plans require an initial down payment of half of the total amount due and owing and monthly payments as specified herein.

3) Upon request, all Owners are automatically approved for a payment plan consisting of equal payments to pay off the entire balance owing in no less than three (3) monthly installments if the balance owing is equivalent to accrued amount owing of assessments, collection costs and interest for one year, six monthly installments if the balance owing is equivalent to the assessments, collection costs and interest for two years and nine monthly installments if the balance owing is equivalent to the assessments, collection costs and interest for three years or more.

4) If an Owner defaults with respect to any payment under the payment plan, the payment plan is immediately and automatically terminated without notice to the Owner. The Association is not required to provide the Owner with another payment plan for the next two years.

5) Alternative payment plan proposals must be submitted to and approved by the Association. The Association is not obligated to approve alternative payment plan proposals.

6) The Association cannot charge late fees during the course of a payment plan, but can charge interest at the rate it is entitled to under its Declaration of Covenants, Condition and Restrictions or Bylaws of the Association. Furthermore, as permitted by state law, the Association is entitled to charge reasonable costs associated with administering the payment plan.

7) The Association, through its managing agent, will send maintenance assessment billing notices at least thirty (30) days before the due date each year. The billing will include the annual assessment and the community service fee, currently \$40.00, as determined by the Board of Directors of the Association. Thereafter, the Association, through its managing agent, will send first notices by first class mail to any owner whose account is delinquent thirty (30) days. Thereafter, the Association, through its managing agent, will send a second notice by certified mail, return receipt requested, advising the owner of the delinquent amount owing. The second notice will comply with all of the requirements to ensure compliance with Section 209 of the Texas Property Code and any amendments thereto as well as the Federal Fair Debt Practices and Collection Act as well. The Association, through its managing agent will charge \$20.00 for the second notice.

CERTIFICATION

"This Collection and Payment Plan Policy was adopted by the Association on the 12 day of December 2011. I, the undersigned, being the President of Ridgagate Community Improvement Association, Inc., hereby certify that the foregoing Policy was adopted by at least a majority of the Association's Board of Directors."

By: Paster Drones
Printed Name: Paster Drones

BEFORE ME, the undersigned authority, on this day personally appeared, Paster Drones, the President of RIDGEGATE COMMUNITY IMPROVEMENT ASSOCIATION, INC., 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 purposes and consideration therein expressed and in the capacity therein stated, on behalf of RIDGEGATE COMMUNITY IMPROVEMENT ASSOCIATION, INC.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this 12th day of December, 2011.

Shirley Austin-Roberts
Notary Public- State of Texas



FILED AND RECORDED

OFFICIAL PUBLIC RECORDS

Dianne Wilson

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LW \$15.00

Dianne Wilson COUNTY CLERK

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