

**CERTIFICATION**

STATE OF TEXAS

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COUNTY OF BRAZORIA

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I, the undersigned, pursuant to §202.006 of the Texas Property Code, do hereby certify, as follows:

(1) I am an Attorney for Southdown Community Association, Inc. a Texas non-profit corporation;

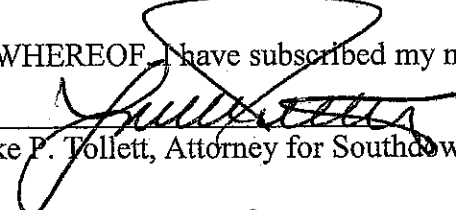
(2) Instruments titled "Payment Plan Policy, Document Retention Policy, Records Production and Copying Policy, Guidelines for Solar Energy Devices, Guidelines for Roofing Materials, Guidelines for Display of Flags, Guidelines for Rainwater Recovery Systems, and Guidelines for Display of Certain Religious Items", are attached hereto;

(3) The property affected by the said Instruments is described as, to wit:

Southdown, Sections 1-3 and 5-13, additions in Brazoria County, Texas, according to the maps or plats thereof, recorded in the Map Records of Brazoria County, Texas, under Volume 1650, Page 654; Volume 16, Page 289; Volume 17, Page 153; Volume 19, Page 365-366; Volume 19, Page 739; Volume 20, Page 35; Volume 20, Page 79; Volume 20, Page 255; Volume 20, Page 391; Volume 21, Page 213; Volume 21, Page 93; along with any amendments, supplements, replats and annexations;

(4) The attached Instruments are true and correct copies of the originals.

IN WITNESS WHEREOF, I have subscribed my name on this the 28 day of December 2011.

  
Luke P. Tollett, Attorney for Southdown Community Association, Inc.

STATE OF TEXAS

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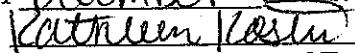
COUNTY OF BRAZORIA

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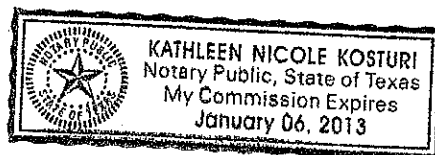
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BEFORE ME, the undersigned authority, on the day personally appeared Luke P. Tollett, Attorney for the Southdown Community Association, Inc., and known by me to be the person whose name is subscribed to the foregoing document and being by me first duly sworn, declared that he is the person who signed the foregoing document in his representative capacity and that the statements contained therein are true and correct.

Given under my hand and seal of office this the 28<sup>th</sup> day of December 2011.

  
Kathleen Nicole Kosturi  
Notary Public, State of Texas

✓  
After recording return to:  
HOLT & YOUNG, P.C.  
11200 Richmond Ave., Suite 450  
Houston, Texas 77082



**Southdown Community Association  
PAYMENT PLAN POLICY**

STATE OF TEXAS  
COUNTY OF Brazoria

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KNOW ALL PERSONS BY THESE PRESENTS:

WHEREAS, the **Southdown Community Association** ("Association") is charged with administering and enforcing those certain covenants, conditions and restrictions contained in the recorded Declarations for the various sections of the community (referred to collectively as "Declarations"); and

WHEREAS, chapter 209 of the Texas Property Code was amended effective January 1, 2012, to add Section 209.0062 ("Section 209.0062") thereto regarding alternative payment schedules for assessments ("Payment Plans"); and

WHEREAS, the Board of Directors of the Association ("Board") desires to establish a policy for Payment Plans consistent with Section 209.0062 and to provide clear and definitive guidance to owners.

NOW, THEREFORE, the Board has duly adopted the following *Payment Plan Policy*.

1. Subject to Section 12 below, owners are entitled to make partial payments for delinquent amounts owed to the Association under a Payment Plan in compliance with this Policy.
2. Late fees, penalties and delinquent collection related fees will be not be added to the owner's account while the Payment Plan is active. The Association may impose a fee for administering a Payment Plan. Such fee, if any, will be listed on the Payment Plan form and may change from time-to-time. Interest will continue to accrue during a Payment Plan as allowed under the Declarations. The Association can provide an estimate of the amount of interest that will accrue under any proposed plan.
3. All Payment Plans must be in writing on the form provided by the Association and signed by the owner.
4. The Payment Plan becomes effective and is designated as "active" upon:
  - a. receipt of a fully completed and signed Payment Plan form; and
  - b. receipt of the first payment under the plan; and
  - c. acceptance by the Association as compliant with this Policy.
5. A Payment Plan may be as short as three (3) months and as long as eighteen (18) months based on the guidelines below. The durations listed below are provided as guidelines to assist owners in submitting a Payment Plan.
  - a. Total balance up to 2 times annual assessment ... up to 6 months
  - b. Total balance up to 3 times annual assessment ... up to 12 months
  - c. Total balance greater than 3 times annual assessment ... up to 18 months
6. On a case-by-case basis and upon request of the owner, the Board may approve more than one Payment Plan to be executed in sequence to assist the owner in paying the amount owed. The individual Payment Plans may not exceed eighteen (18) months.

7. A Payment Plan must include sequential monthly payments. The total of all proposed payments must equal the current balance plus Payment Plan administrative fees, if any, plus the estimated accrued interest.
8. If an owner requests a Payment Plan that will extend into the next assessment cycle, the owner will be required to pay future assessments by the due date in addition to the payments specified in the Payment Plan.
9. If an owner defaults on the terms of the Payment Plan, the Payment Plan will be voided. The Association will provide written notice to the owner that the Payment Plan has been voided. It is considered a default of the Payment Plan, if the owner:
  - a. fails to return a signed Payment Plan form with the initial payment; or
  - b. misses a payment due in a calendar month; or
  - c. makes a payment for less than the agreed upon amount; or
  - d. fails to pay a future assessment by the due date in a Payment Plan which spans additional assessment cycles.

In the absolute discretion of the Association, the Association may waive default under item b, c or d above if the owner makes up the missed or short payment on the immediate next calendar month payment. The Association may, but has no obligation to, provide a courtesy notice to the owner of the missed or short payment.

10. On a case-by-case basis, the Association may agree, but has no obligation, to reinstate a voided Payment Plan once during the original duration of the Payment Plan if all missed payments are made up at the time the owner submits a written request for reinstatement.
11. If a Payment Plan is voided, the full amount due by the owner shall immediately become due. The Association will resume the process for collecting amounts owed using all remedies available under the Declarations and the law.
12. The Association has no obligation to accept a Payment Plan from any owner who has defaulted on the terms of a Payment Plan within the last two (2) years.

This Policy is effective upon recordation in the Public Records of Brazoria County, and supersedes any policy regarding alternative payment schedules which may have previously been in effect. Except as affected by Section 209.0062 and/or by this Policy, all other provisions contained in the Declarations or any other dedicatory instruments of the Association shall remain in full force and effect.

Approved and adopted by the Board on this 3 day of November 2011.

Ricki A. Willoughby  
Ricki Willoughby  
President  
Southdown Community Association

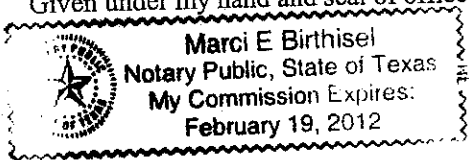
STATE OF TEXAS

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COUNTY OF Brazoria

Before me, the undersigned authority, on this day personally appeared Ricki Willoughby, President of Southdown Community Association, a Texas corporation, known to me to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that he/she had executed the same as the act of said corporation for the purpose and consideration therein expressed, and in the capacity therein stated.

Given under my hand and seal of office this 3 day of November, 2011.



[Notarial Seal]

Marci Birthisel  
Notary Public, State of Texas

Marci E. Birthisel  
Printed Name

My commission expires: 2/19/12