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2023-2499-296  
Canyon Park Property Owners Association

PO Box 1735  
Onalaska, TX 77360  
(936) 646-4445  
canyonparkpoa2020@gmail.com

## Canyon Park Property Owners Association Guidelines for Alternative Payment Schedule

The Canyon Park Property Owners Association (CPPOA), being the property owners association for the Canyon Park Subdivision in Polk County, Texas, has adapted the following 'Alternative Payment Schedule Guidelines'. The 'Alternative Payment Schedule Guidelines' shall be as follows:

1. Any 'Alternative Payment Schedule' or 'Alternative Payment Plan' between the Canyon Park POA and any property owner within the subdivision shall comply with all State of Texas Property Codes and specifically with Section 209.0062 (effective January 1, 2012).
2. Upon the request of the property owner, the CPPOA Board of Directors shall provide the owner a negotiated payment schedule/plan. The payment schedule/plan shall allow the property owner to make partial payments of any regular assessment, special assessment(s), or any other monetary amounts owed to the CPPOA. All negotiations must have a 'meeting of the minds' by a CPPOA Officer or qualified designee and the property owner to ensure payments are within financial means of the owner. Negotiations shall also include the amount to be paid and the intervals of payments. In no event shall the 'Payment Schedule' or 'Payment Plan' be for a period of less than 90 days from the present date, or longer than 18 months from the present date.
3. The property owner is not eligible for any new Alternative Payment Schedule/Plan if there are previously documented Alternative Payment Schedule/Plans that the property owner failed to honor.
4. All payment schedule/plan/schedule shall be in writing and acknowledged by the property owner and the CPPOA Officer or qualified designee involved with the negotiation terms. Such acknowledgements shall make the schedule/plan as an enforceable contract, confirming the amounts owed to the CPPOA.
5. During the negotiated schedule/plan/schedule, the property owner shall not incur additional late fees, providing the payment plan is followed as scheduled.
6. If a property owner becomes delinquent in the payments under the schedule/plan, CPPOA has the discretion of terminating the schedule/plan via the following:
  - a. All late fees that might have been waived, not added, or forgiven will be reinstated or added to the account.
  - b. At a minimum, a letter shall be provided to the property owner with the account, default details, and payment due date, which is defined as 30 days from the postmark of the letter.
  - c. The letter shall be sent via United States Postal Service (USPS) Certified Mail with return receipt. A copy of the letter may be mailed, but not required, at standard postal rates, and shall be noted as a copy with references to the Certified Mail Receipt tracking number. Regardless if the certified letter is refused or acknowledged, the 30 days due date from the postmark of the letter is still enforceable.
  - d. If the owner has not paid the amount due within the 30 day period, CPPOA has the discretion to take further legal action to enforce its rights and seek judicial foreclosure of the maintenance fees as provided within the 'Subdivision Restrictions and Reservations for Canyon Park' deed restrictions.

These guidelines are effective upon filing in the Official Public Records of Polk County, Texas.

This dated recorded instrument supersedes any prior dated CPPOA Guidelines for Alternative Payment Schedule recorded instrument(s).



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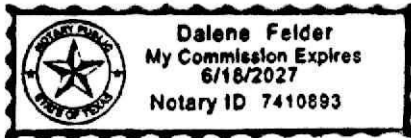
Signed this 21 day of Aug 2023.

Robert Simard, President Canyon Park Property Owner's Association

**STATE OF TEXAS                      COUNTY OF POLK**

This instrument was acknowledged before me by the President of the Canyon Park Property Owner's Association

Dalene Felder, Notary Public, State of Texas



**FILED FOR RECORD**  
 Aug 24 2023 02:40:39  
  
 SCHELANA HOCK  
 POLK COUNTY CLERK



STATE OF TEXAS • COUNTY OF POLK  
 I, SCHELANA HOCK hereby certify that the instrument was FILED  
 in the file number sequence on the date and at the same time stamped  
 heron by me and was duly RECORDED in the Official Public Records  
 in Volume and Page of the named RECORDS OF Polk County, Texas  
 as stamped heron by me.  
 Aug 24, 2023  
 COUNTY CLERK  
 POLK COUNTY, TEXAS