



CONROE BAY CIVIC ASSOCIATION

P. O. Box 465
Willis, Texas 77378

ASSOCIATION'S PAYMENT PLAN POLICY

- I. The name of the Subdivision is CONROE BAY.
- II. The name of the Association is CONROE BAY CIVIC ASSOCIATION.
- III. The recording data (i.e., Map or Plat reference) for each Section of the Subdivision is as follows:

Map(s) or Plat(s) Records of Montgomery County, Texas:

- (i) Conroe Bay Subdivision, a subdivision situated in Montgomery County, Texas, according to the map or plat thereof recorded in Volume 11, Page 60 of the Map Records of Montgomery County, Texas.

- IV. The recording data for the Declaration (sometimes referred to as the Restrictions or the Deed Restrictions) for each Section of the Subdivision is as follows:

Declarations (Deed Records of Montgomery County, Texas):

- (i) Covenants, Conditions and Restrictions for CONROE BAY Subdivision recorded under County Clerk's File No. 331854.
- (ii) A first "Amendment to Conroe Bay Restrictions" recorded under County Clerk's File No. 7826258.
- (iii) A second "Amendment to Conroe Bay Restrictions" recorded under County Clerk's File No. 7922484.
- (iv) A third "Amendment to Conroe Bay Restrictions" recorded under County Clerk's File No. 8004914.
- (v) The "Conroe Bay Restrictions August 18, 1994" (the fourth Amended Restrictions) recorded under County Clerk's File No. 9455519.
- (vi) A "Fifth Amendment to Restrictions for Conroe Bay Subdivision" recorded under County Clerk's File No. 9620426.

- V. **PAYMENT PLANS:** This instrument supersedes any prior Payment Plan Policy filed by the Association. The following Payment Plan Policy was approved by at least a majority vote of the Board of Directors of CONROE BAY CIVIC ASSOCIATION (the "Board"), at a duly called Meeting of the Board, at which Meeting a quorum was present:

- 1) Owners are entitled to one approved payment plan in order to bring an assessment account current for the applicable assessment year.
- 2) All payment plans require a signed payment agreement, an initial payment by the Owner(s), followed by regular monthly payments by the Owner(s) thereafter until paid in full.

- 3) Payment Plan (Available to All Delinquent Owners): Upon the Association's receipt of a timely written request from an Owner(s), each such Owner(s) is/are automatically approved for a payment plan consisting of: (i) an initial down payment of twenty percent (20%) of the account balance [including the principal amount, any previously incurred late fee(s), interest, and the costs of administering the payment plan] payable to the Association upon return of the signed payment agreement to the Association (*Note*: No late fees will be charged during the course of such a payment plan); and (ii) the remaining balance is to be paid in full in seventeen (17) consecutive monthly installments to be timely paid to the Association. The amount of the first monthly payment and/or the last monthly payment may vary.
- 4) Optional Discretionary Hardship Payment Plan: At the sole discretion of the Association's Board of Directors, and based on *bonafide* hardship information provided by the Owner(s), the Association may approve a more lenient payment plan for an Owner(s) consisting of 10% down (payable upon return of the signed payment agreement to the Association, with the balance paid in full in seventeen (17) consecutive monthly installments to be timely paid to the Association. (*Note*: The amount of the initial payment and/or the last monthly payment may vary). "*Bonafide* hardship" may include, but is not limited to, current or recent serious illness, current or recent loss of employment and/or recent unexpected emergency expenditure(s) resulting in severe financial hardship. Additionally, active military service of an Owner may also justify such a lenient payment plan. Alternative payment plan proposals must be submitted to and approved by the Association, and the Association is **not** obligated to approve any alternative payment plan proposal.
- 5) No Use of Common Areas (if applicable) During a Payment Plan: Relative to any Lot, unless an assessment account is completely paid in full, the Owner(s), tenant(s), occupant(s) and/or guest(s) do **not** have access to any common areas, such as a swimming pools, tennis courts, park(s) and/or a playground(s), as applicable. Therefore, merely entering into a payment plan with the Association does not afford the Owner(s) access to any such common area facilities (if or as applicable).
- 6) If an Owner(s) default(s) on the payment plan described in "3" above, the payment plan is automatically terminated and the Association is not obligated to make another payment plan with that owner(s) for the next two (2) years.
- 7) General Payment Plan Information: Pursuant to applicable Texas statutory law: (i) the Association cannot charge late fees during the course of a payment plan; however, the Association may charge interest at the rate it is entitled to under its Governing Documents; (ii) the Association may also charge reasonable costs of administering the payment plan; and (iii) the term of a payment plan cannot be less than three (3) months or more than eighteen (18) months.

CERTIFICATION

"I, the undersigned, being the President of CONROE BAY CIVIC ASSOCIATION, hereby certify that the foregoing Collection Policy Resolution was adopted by at least a majority of the Association's Board of Directors, and such Collection Policy Resolution has never been modified or repealed, and is now in full force and effect."

**CONROE BAY CIVIC ASSOCIATION
(a Texas Non-Profit Corporation)**

By: *James D. Bell*
JAMES D. BELL, President

ACKNOWLEDGMENT

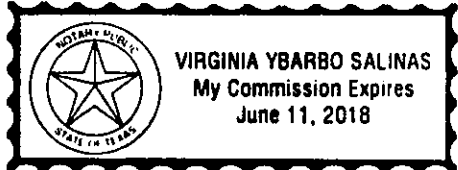
THE STATE OF TEXAS §
 §
COUNTY OF MONTGOMERY §

BEFORE ME, A NOTARY PUBLIC, on this day personally appeared JAMES D. BELL, President of CONROE BAY CIVIC ASSOCIATION, a Texas Non-Profit Corporation, known to me to be the person whose name is subscribed to the foregoing instrument and, being by me first duly sworn and declared that she executed same in the capacity and for the consideration therein expressed, and as the act and deed of such Corporation.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the 9th day of January, 2015.

Virginia Ybarbo Salinas
NOTARY PUBLIC IN AND FOR
THE STATE OF TEXAS

After recording, return to:
Conroe Bay Civic Association
P. O. Box 465
Willis, Texas 77378



FILED FOR RECORD

03/03/2015 11:17AM

Mark Turnbull

COUNTY CLERK
MONTGOMERY COUNTY, TEXAS

STATE OF TEXAS
COUNTY OF MONTGOMERY

I hereby certify this instrument was filed in file number
sequence on the date and at the time stamped herein
by me and was duly RECORDED in the Official Public
Records of Montgomery County, Texas.

03/03/2015



Mark Turnbull

County Clerk
Montgomery County, Texas