

AFTER RECORDING, PLEASE RETURN TO:

Judd A. Austin, Jr.  
Henry Oddo Austin & Fletcher, P.C.  
1700 Pacific Avenue  
Suite 2700  
Dallas, Texas 75201

**FIRST SUPPLEMENTAL  
CERTIFICATE AND MEMORANDUM  
OF RECORDING OF DEDICATORY INSTRUMENTS FOR  
HARRINGTON HOMEPLACE HOMEOWNERS ASSOCIATION**

STATE OF TEXAS           §  
  §  
COUNTY OF COLLIN       §

The undersigned, as attorney for the Harrington Homeplace Homeowners Association (the “*Association*”), for the purpose of complying with Section 202.006 of the Texas Property Code and to provide public notice of the following dedicatory instruments affecting the owners of property described on Exhibit “B” attached hereto, hereby states that attached hereto are true and correct copies of the following:

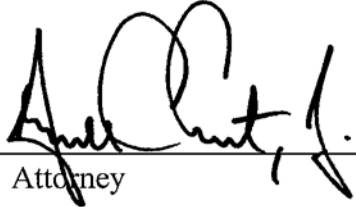
- (a) ***Harrington Homeplace Homeowners Association - Annual Assessment Collection Policy*** (Exhibit “A-1”); and
- (b) ***Harrington Homeplace Homeowners Association - Waiver Policy*** (Exhibit “A-2”).

All persons or entities holding an interest in and to any portion of property described on Exhibit “B” attached hereto are subject to the foregoing dedicatory instruments.

**IN WITNESS WHEREOF**, the Harrington Homeplace Homeowners Association has caused this Certificate and Memorandum of Recording of Association Documents to be filed with

the office of the Collin County Clerk, and serves to supplement that certain Certificate and Memorandum of Recording of Dedicatory Instruments for the Harrington Homeplace Homeowners Association filed on January 30, 2013, and recorded as Instrument Number 2013-01-30-0000132220 in the Official Public Records of Collin County, Texas.

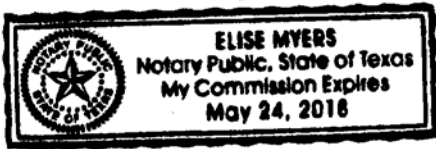
**HARRINGTON HOMEPLACE  
HOMEOWNERS ASSOCIATION**

By:   
Its: Attorney

STATE OF TEXAS           §  
  §  
COUNTY OF DALLAS       §

BEFORE ME, the undersigned Notary Public, on this day personally appeared Judd A. Austin, Jr., attorney for the Harrington Homeplace Homeowners Association, known to me to be the person whose name is subscribed on the foregoing instrument and acknowledged to me that he executed the same for the purposes therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND AFFIRMED SEAL OF OFFICE on this 3<sup>rd</sup> day of November, 2015.



  
Notary Public, State of Texas

**Harrington Homeplace Homeowners Association**

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**Annual Assessment Collection Policy**

WHEREAS, the Board of Directors (the "Board") of Harrington Homeplace Homeowners Association, (the "Association") wishes to establish a Policy for the collection of Annual Assessments (hereafter known as "Collection Policy"); and

WHEREAS, the Board intends to file this Collection Policy in the real property records of each county in which the subdivision is located, in compliance with Section 202.006 of the Texas Property Code; and

NOW, THEREFORE, IT IS RESOLVED that the following guidelines are established by the Board for the Collection Policy:

1. Invoices for annual assessments are mailed to all homeowners on or about December 15
  - a. Dues are payable on receipt of the invoice and are considered late if received after January 31
  - b. Dues received after January 31 are subject to a \$25.00 per month Late Fee and interest for each month or partial month assessments remain unpaid, unless the homeowner has entered into an approved Payment Plan with the Association
    - i. Late fees and other charges are further described in the Association's Payment Plan Policy which is available on its website
2. 2<sup>nd</sup> Notices are sent to all homeowners with unpaid assessments after the end of February.
  - a. 2<sup>nd</sup> Notices will include the previously mentioned Late Fee and applicable interest
3. 3<sup>rd</sup> Notices are sent to all homeowners with unpaid assessments after March 31
  - a. Applicable Late Fees and interest will be included with the 3<sup>rd</sup> Notice
  - b. The 3<sup>rd</sup> Notice offers homeowners the option of a Payment Plan in accordance with the Association's Payment Plan
    - i. Copies of the Policy are included with the Notice and is also available on the Association's website

**Harrington Homeplace Homeowners Association**  
**Collection Policy**  
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- c. The Notice affirms the Association's intent to pursue collection of the unpaid assessments and applicable late fees and other charges if full payment is not received or a payment plan is not approved within 30 days of receipt of the Notice
4. Any homeowner accounts remaining delinquent after June 1 are turned over to the Association's attorney for further collection action which may include, but is not limited to, demands for payment, filing of a Notices of Assessment Lien in the county records, notification of delinquency to mortgage company, and foreclosure. The Association's attorney may not conduct a foreclosure sale without approval from the Board of Directors.

This policy shall supersede and render null and void any and all previously adopted Collection Policies adopted by the Board.

IT IS FURTHER RESOLVED that this Collection Policy is effective when filed with the office of the county clerk, to remain in effect until revoked, modified, or amended.

Date: Oct. 28, 2015

  
\_\_\_\_\_  
Signature  
I. S. Morales, Jr.  
\_\_\_\_\_  
Name  
President  
\_\_\_\_\_  
Title

**Harrington Homeplace Homeowners Association**

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**Waiver Policy**

WHEREAS, the Board of Directors (the "Board") of Harrington Homeplace Homeowners Association, (the "Association") wishes to establish a Policy for the establishment of a uniform and consistent policy to manage requests for waivers of late fees, interest and/or other charges to an owner's account incurred as a result of non-payment by the due date or grace period.

WHEREAS, the Board intends to file this Policy in the real property records of each county in which the subdivision is located, in compliance with Section 202.006 of the Texas Property Code; and

NOW, THEREFORE, IT IS RESOLVED that the following guidelines are established by the Board for the Waiver Policy:

It is the intention of the Board of Directors to work with owners who have a legitimate reason for making a late payment, but not to the detriment of owners who make their payments in a timely manner.

The Board of Directors recognizes there may be extenuating circumstances that may prevent an owner from making a payment on time. Therefore, the Board will grant a waiver to any owner subject to the following conditions:

- 1) Requests for waivers shall not be granted for any out of pocket collection costs to the association i.e. demand letters, attorney's fees, collection costs or administrative costs incurred by the association for the management of the community's receivables i.e. NSF and return check charges.
- 2) Requests for waivers shall not be granted to an owner that has previously defaulted on a payment plan in the preceding two (2) years.
- 3) Requests for waivers shall not be granted to any owner that received a waiver within the preceding two (2) years.
- 4) Requests for waivers will be subject to the owner's unpaid balance being received within ten (10) business days from the date of notification or by a date mutually agreed upon by the owner and the association. If an owner is unable to abide by the terms of a conditional waiver, the waiver will be denied but the owner will be allowed to request a payment plan, if eligible, under the association's Payment Plan Policy.

**Harrington Homeplace Homeowners Association**  
**Waiver Policy**  
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- 5) In the event the conditions of a waiver are not met, the owner will not be eligible to request another waiver for a period of six (6) months or until they are again eligible for a waiver under the terms of the policy.
- 6) Each waiver shall consist of no more than one (1) late fee and associated interest, if applicable.

This policy shall supersede and render null and void any and all previously adopted Waiver Policies adopted by the Board.

IT IS FURTHER RESOLVED that this Payment Plan Policy is effective when filed with the office of the county clerk, to remain in effect until revoked, modified, or amended.

Date: Oct. 28, 2015

  
\_\_\_\_\_  
Signature  
I. J. Morales, Jr.  
\_\_\_\_\_  
Name  
President  
\_\_\_\_\_  
Title

## EXHIBIT B

Those tracts and parcels of real property located in the City of Plano, Collin County, Texas, and more particularly described as follows:

- (a) **All real property subject to the Declaration of Covenants, Conditions and Restrictions - The Harrington Homeplace, recorded in Volume 2228, Page 493 of the Official Public Records of Collin County, Texas, as amended; and**
- (b) **ALL lots, tracts and parcels of real property situated in HARRINGTON HOMEPLACE, an Addition to the City of Plano, Collin County, Texas, as shown on the replat thereof recorded in Volume F, Slide 459 of the Plat Records of Collin County, Texas.**



Filed and Recorded  
Official Public Records  
Stacey Kemp, County Clerk  
Collin County, TEXAS  
11/04/2015 09:31:46 AM  
\$50.00 CJAMAL  
20151104001395910