

**CERTIFICATION**

STATE OF TEXAS

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COUNTY OF FORT BEND

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

- (1) I am an Agent for the Brazos Gardens Owners' Association, Inc. (hereinafter the "Association"), a Texas non-profit corporation;
- (2) The document attached hereto as Exhibit "A" is labeled Brazos Gardens Owners' Association, Inc. Corporate Resolution Approving Assessment Collection Policy For The Brazos Gardens Owners' Association, Inc. Such document applies to the operation and utilization of property within a subdivision in Fort Bend County, Texas;
- (3) A description of the property affected by the said Brazos Gardens Owners' Association, Inc. Corporate Resolution Approving Assessment Collection Policy For The Brazos Gardens Owners' Association, Inc. is more specifically described as, to wit:

Lots 1 through 43, Block 1 and all Lots 1 through 49, Block 2, located in Brazos Gardens Section 1, a subdivision in Fort Bend County, Texas according to the map or plat thereof recorded under Film Code #2293A and #2293 B, of the map records of Fort Bend County, Texas, and to any other properties subsequently annexed to or brought under the jurisdiction of the Brazos Gardens Owners' Association, Inc.

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

IN WITNESS WHEREOF, I have hereunto subscribed my name on this the 28th day of March 2007.


James R. Young, Agent

STATE OF TEXAS

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COUNTY OF HARRIS

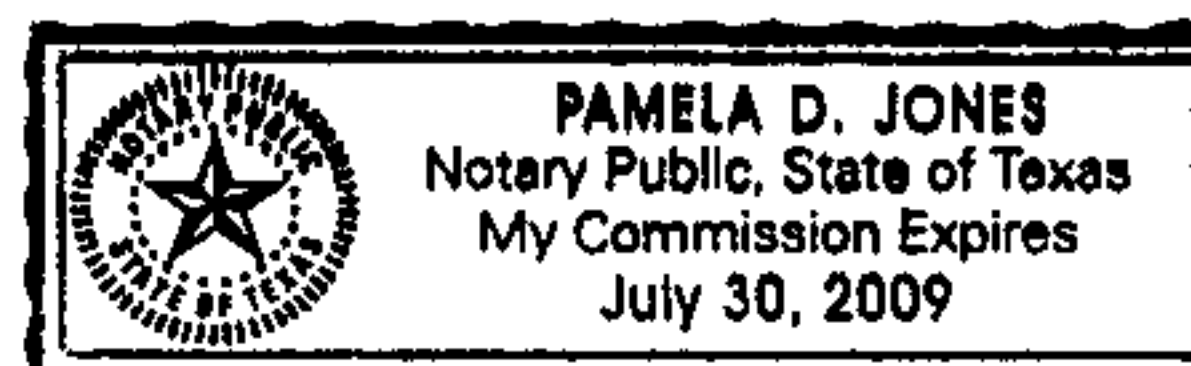
BEFORE ME, the undersigned authority, on the day personally appeared James R. Young, Agent for the Brazos Gardens Owners' Association, Inc., and known by me to be the person whose name is subscribed to the foregoing document and being by me first duly sworn, declared that he is the person who signed 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 28th day of March 2007.


NOTARY PUBLIC, STATE OF TEXAS

After recording return to:

HOLT & YOUNG, P.C.
11200 Richmond Ave., Suite 450
Houston, Texas 77082



**CORPORATE RESOLUTION APPROVING
ASSESSMENT COLLECTION POLICY FOR THE
BRAZOS GARDENS OWNERS' ASSOCIATION, INC.**

WHEREAS, on the date indicated below, the Board of Directors of the Brazos Gardens Owners' Association, Inc., met to consider a policy of maintenance assessment collection procedures for the Association; and a quorum of the Board then being present, did by a majority vote of the Board members present, approve the Assessment Collection Policy as set forth below:

1. All annual assessments are due on January 1 and are deemed delinquent if not received in the management office thirty (30) days after the due date, at which time penalties and interest will be posted against delinquent accounts.
2. Forty-five (45) days after the due date, all delinquent owners will receive a Late Letter from the association requesting payment. An interest charge of 10% will be posted to the owner's delinquent account, together with a \$15.00 administrative charge for the late letter. This letter will be sent by regular first-class mail.
3. If no payment is made, sixty (60) days after the due date, a pre-lien demand will be sent to the owner, requesting payment. This letter will be sent by certified mail, return receipt requested, and the delinquent account will have further interest charged, together with a \$25.00 fee for administrative charges, to include the cost of the certified letter.
4. If no payment is made, seventy-five (75) days after the due date, where the Board has determined an assessment delinquency is to be pursued, the Board may authorize legal action to prepare and record within the County Records a written Notice of Lien. If a Notice of Lien is prepared, a copy of the same will be sent to the owner, contemporaneously with the filing of the Notice of Lien, together with an additional demand for payment in full of all amounts then outstanding within fifteen (15) days of the date of the letter. The owner will be charged for all related legal costs.
5. If no payment is made, one hundred five (105) days after the assessment becomes delinquent the Board will authorize legal counsel to, pursue legal foreclosure action, bring suit for personal judgment against the owner, direct Managing Agent to pursue alternative collection methods, including credit agency reporting, or all of the above. All costs and fees will be charged to the owner.
6. Application of Funds Received: All monies received by the association will be applied as follows:

- a. First, to attorney fees and related collection costs incurred by the Managing Agent on behalf of the association.
b. Next, to interest or charges accrued.
c. Last, to unpaid assessments.

Please be aware that the Board of Directors has a fiduciary duty to the association to pursue collection of assessments in a timely manner. Your Board has spent much time considering collection matters, since assessments are needed to pay for costs incurred in the maintenance of common property, insurance, legal fees, etc.

If you have any questions on this Assessment Collection Policy, please feel free to address them in writing to Texas Community Management, at 11011 Richmond, Suite 615, Houston, TX 77042.

IN WITNESS HEREOF, this resolution was voted upon and passed by a majority of a quorum of the Board of Directors on the 17th day of May, 2006.

BRAZOS GARDENS OWNERS'
ASSOCIATION, INC.

By: _____

_____, President

STATE OF TEXAS §

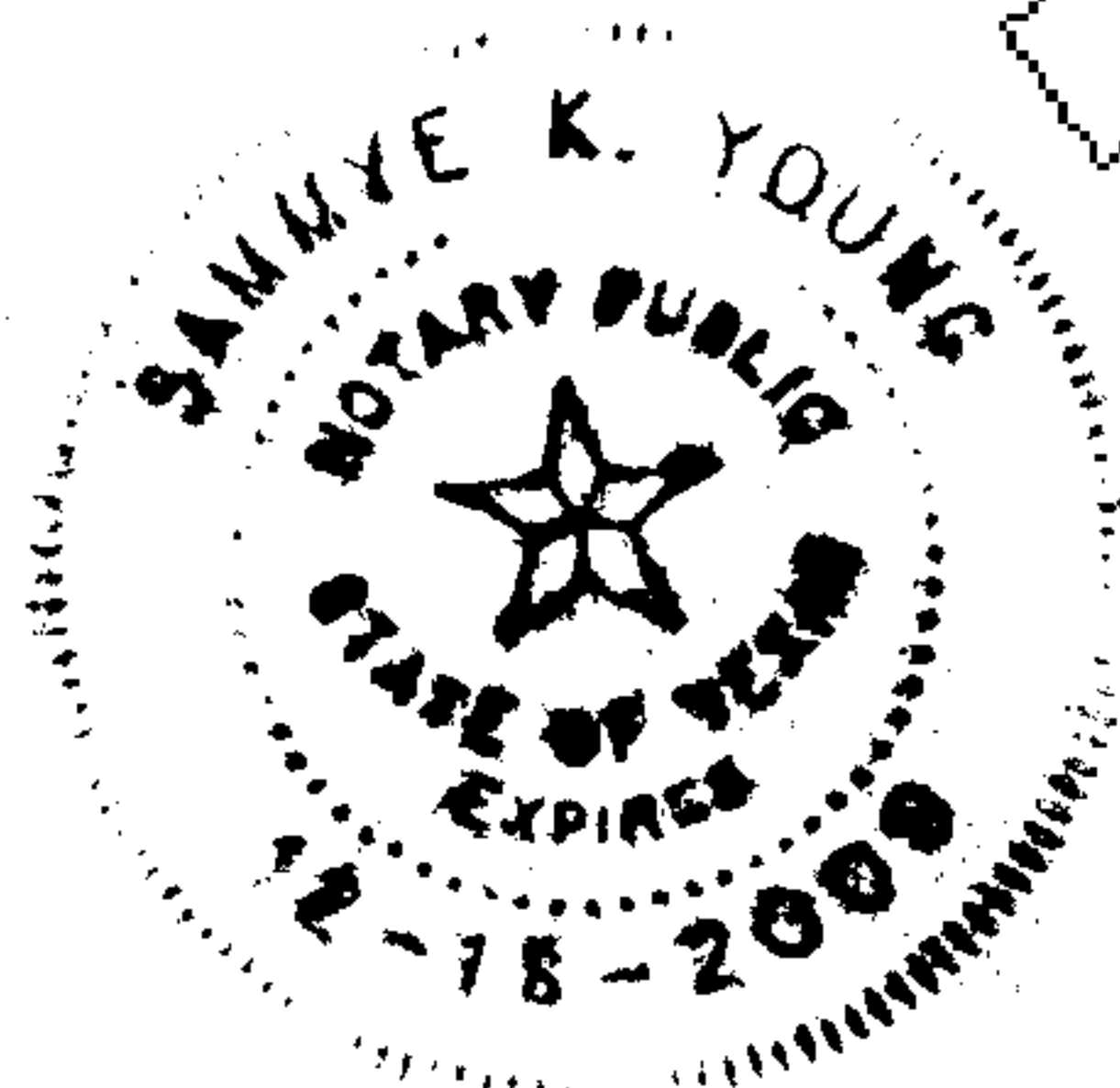
COUNTY OF HARRIS §

BEFORE ME, the undersigned authority, on this day personally appeared DANA RODRIGUEZ, President of the Brazos Gardens Owners' Association, Inc., a Texas non-profit corporation, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that this instrument was executed for the purposes and consideration therein expressed, in the capacity therein stated, and as the act and deed of said corporation.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this 17th day of May, 2006.

Notary Public, State of Texas
My commission Expires.

Record and return to:
Holt & Young, P.C.
6363 Woodway, Suite 880
Houston, Texas 77057



FILED AND RECORDED

OFFICIAL PUBLIC RECORDS

Dr. Dianne Wilson

2007 Apr 09 01:50 PM

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CK \$21.00

Dianne Wilson, Ph.D. COUNTY CLERK

FT BEND COUNTY TEXAS

Unofficial Document