

RESOLUTION OF THE BOARD OF DIRECTORS OF
LEWIS PARK ESTATES HOMEOWNER'S ASSOCIATION, INC.
ESTABLISHING LEASING ADMINISTRATION RULE

This RESOLUTION is made and adopted to be effective as of the 12 day of FEBRUARY, 2025 (the "Effective Date") by the Board of Directors of Lewis Park Estates Homeowner's Association, Inc. (the "Association").

WITNESSETH

WHEREAS, the Board of Directors believes it to be in the best interest of the Association and its members to collect and retain certain leasing-related documents, including but not limited to a signed occupancy affidavit, requested information regarding the lease/tenant, Owner Occupant Information Forms, and Governing Document Acknowledgement Forms to be used in the administration of the leasing of Units within the Association;

WHEREAS, the Board of Directors believes it to be in the best interest of the Association and its members to collect a leasing administration fee to cover the costs incurred by the Association in processing, keeping accurate and up to date records, and otherwise administering the leasing of Units within the Association;

NOW, THEREFORE, LET IT BE RESOLVED that the Association or Managing Agent shall assess the Owner of a Unit who has been granted approved leasing status an annual leasing administration fee of one hundred and twenty five/100 Dollars (\$125.00) (the "Leasing Administration Fee"). The Leasing Administration Fee shall be due and payable on the date on which approved leasing status was granted and on each subsequent anniversary date thereof, for as long as such approved leasing status remains in effect. The Leasing Administration Fee may be reviewed and increased, from time to time, in the Board's sole discretion.

The Leasing Administration Fee thereof shall constitute and shall be treated for all purposes as a specific assessment pursuant to the Association's Declaration.

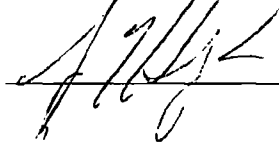
Any Unit Owner who is granted approved leasing status or who, as of the Effective Date, has been granted approved leasing status, shall provide to the Association's Managing Agent requested information about their lease and tenant, the Owner Occupant Information Form, the Governing Document Acknowledgement Form for the tenant(s) living in their Unit, and any additional documents that reasonably may be required by the Association, as permitted by law.

The Managing Agent is directed to distribute this resolution to all Members of the Association.

The Association acknowledges that enforcement of the Leasing Administration Fee shall be based upon information that the Association collects from Unit Owners as to approved leasing status.

The foregoing Resolution was adopted and approved by the Board of Directors of the Association at a meeting held on 02/12/25, 2025.

Lewis Park Estates Homeowner's Association, Inc.



Signature

PRESIDENT, LEWIS PARK ESTATES

Title

CERTIFICATION

"I, Sonny J Hignite being the PRESIDENT of
LEWIS PARK ESTATES Homeowner's Association, hereby certify that the foregoing
Resolution was adopted by at least a majority of the Association Board of Directors on the 12 day of
February, 2025"

By: _____

Print name: Sonny Hignite

ACKNOWLEDGEMENT

STATE OF TEXAS

§

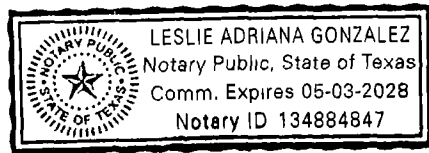
§

COUNTY OF collin

§

BEFORE ME, the undersigned authority, on this day, personally appeared the person
sonny Hignite whose name is subscribed to the foregoing instrument and acknowledged to
me that they executed the same as the act of the Association for the purpose and consideration therein
expressed and in the capacity therein stated.

Given under my hand and seal of office this 12th day of February, 2025



Leslie Gonzalez

Leslie Gonzalez

Notary Public, State of Texas

After Recording Return to:

Associa Principal Management Group of North Texas

801 E. Campbell Road, Suite 620

Richardson, Texas 75081

**Collin County
Honorable Stacey Kemp
Collin County Clerk**

Instrument Number: 2025000018340

eRecording - Real Property

HOMEOWNERS ASSOC DOCS

Recorded On: February 19, 2025 08:13 AM

Number of Pages: 3

" Examined and Charged as Follows: "

Total Recording: \$29.00

***** THIS PAGE IS PART OF THE INSTRUMENT *****

Any provision herein which restricts the Sale, Rental or use of the described REAL PROPERTY
because of color or race is invalid and unenforceable under federal law.

File Information:

Document Number: 2025000018340
Receipt Number: 20250218000437
Recorded Date/Time: February 19, 2025 08:13 AM
User: Maria P
Station: Station 3

Record and Return To:

CSC



**STATE OF TEXAS
COUNTY OF COLLIN**

**I hereby certify that this Instrument was FILED In the File Number sequence on the date/time
printed hereon, and was duly RECORDED in the Official Public Records of Collin County, Texas.**

Honorable Stacey Kemp
Collin County Clerk
Collin County, TX