

**SIXTH SUPPLEMENT TO THE
NOTICES OF FILING OF DEDICATORY INSTRUMENTS
FOR HERITAGE RANCH**

[Infrastructure Committee Charter; Republican Club Bylaws; Activities Committee Charter; Design Guideline Amendments (lifestyle accessories – signs, solar energy devices, yard ornaments, flagpoles and flags, and sidewalks, walkways and driveways)]

STATE OF TEXAS §
 § **KNOW ALL MEN BY THESE PRESENTS:**
COUNTY OF COLLIN §

THIS SIXTH SUPPLEMENT TO THE NOTICE OF FILING OF DEDICATORY INSTRUMENTS FOR HERITAGE RANCH (this “Sixth Supplement”) is made this 24 day of March 2021, by The Homeowners Association of Heritage Ranch, Inc. (the “Association”).

WITNESSETH:

WHEREAS, U.S. Home Corporation (“Declarant”) prepared and recorded an instrument entitled “First Amended and Restated Declaration of Covenants, Conditions and Restrictions for Heritage Ranch” filed of record on or about March 15, 2001, and refiled on March 20, 2001, as Instrument No. 2001-0029029, at Volume 04879, Page 01570 *et seq.*, of the Real Property Records of Collin County, Texas, as amended and supplemented (the “Declaration”); and

WHEREAS, Section 202.006 of the Texas Property Code provides that a property owners’ association must file each dedicatory instrument governing the association that has not been previously recorded in the real property records of the county in which the planned development is located; and

WHEREAS, on or about November 13, 2002, the Association filed a Notice of Filing of Dedicatory Instruments for Heritage Ranch at Volume 05296, Page 04427 *et seq.* of the Real Property Records of Collin County, Texas (the “Notice”); and

WHEREAS, on or about February 4, 2003, the Association filed a “First Supplement to Notice of Filing of Dedicatory Instruments for Heritage Ranch” in Volume 5349, Page 005817 *et seq.* of the Real Property Records of Collin County, Texas (the “First Supplement”); and

WHEREAS, on or about December 23, 2003, the Association filed a Second Supplement to Notice of Filing of Dedicatory Instruments for Heritage Ranch at Volume 5571, Page 000035 *et seq.* of the Real Property Records of Collin County, Texas (the “Second Supplement”); and

WHEREAS, on or about October 22, 2004, the Association filed a First Amendment to Notice of Filing of Dedicatory Instruments for Heritage Ranch at Volume 5780, Page 03187 *et seq.* of the Real Property Records of Collin County, Texas (the “First Amendment”); and

WHEREAS, on or about August 8, 2005, the Association filed a Corrected First Supplement to Notice of Filing of Dedicatory Instruments for Heritage Ranch at Volume 5976, Page 00016 *et seq.* of the Real Property Records of Collin County, Texas (the “Corrected First Supplement”); and

WHEREAS, on or about November 9, 2005, the Association filed a Third Supplement to Notice of Filing of Dedicatory Instruments for Heritage Ranch at Volume 06042, Page 03874 *et seq.* of the Real Property Records of Collin County, Texas (the “Third Supplement”); and

WHEREAS, on or about October 28, 2009, the Association filed a Second Amendment to Notice of Filing of Dedicatory Instruments for Heritage Ranch as Document No. 20091028001317340 of the Real Property Records of Collin County, Texas (the “Second Amendment”); and

WHEREAS, on or about January 30, 2012, the Association filed a Fourth Supplement to Notice of Filing of Dedicatory Instruments for Heritage Ranch as Document No. 20120130000100000 of the Real Property Records of Collin County, Texas (the “Fourth Supplement”); and

WHEREAS, on or about October 16, 2012, the Association filed a Fifth Supplement to Notice of Filing of Dedicatory Instruments for Heritage Ranch as Document No. 20121016001311940 of the Real Property Records of Collin County, Texas (the “Fifth Supplement”) and

WHEREAS, on or about March 4, 2014, the Association filed a Supplement and Amendment to Notice of Filing of Dedicatory Instruments for Heritage Ranch as Document No. 2014000304000197150 of the Real Property Records of Collin County, Texas (the “Supplement/Amendment”) and

WHEREAS, on or about April 23, 2015, the Association filed a Second Supplement and Amendment to Notice of Filing of Dedicatory Instruments for Heritage Ranch as Document No. 20150423000460620 of the Real Property Records of Collin County, Texas (the “Second Supplement/Amendment”) and

WHEREAS, on or about March 16, 2016, the Association filed an Amendment to Notices of Filing of Dedicatory Instruments for Heritage Ranch as Document No. 20160316000311070 of the Real Property Records of Collin County, Texas (the “Amendment”); and

WHEREAS, on or about March 3, 2017, the Association filed a Supplement and Amendment to Notices of Filing of Dedicatory Instruments for Heritage Ranch as Document No. 20170303000279520 of the Real Property Records of Collin County, Texas (the “Amendment”); and

WHEREAS, on or about March 16, 2018, the Association filed an Amendment to Notices of Filing of Dedicatory Instruments for Heritage Ranch as Document No. 20180316000325960 of the Real Property Records of Collin County, Texas (the “Amendment”); and

WHEREAS, on or about November 7, 2018, the Association filed a Supplement and Amendment to Notices of Filing of Dedicatory Instruments for Heritage Ranch as Document No. 20181107001386440 of the Real Property Records of Collin County, Texas (the "Supplement/Amendment"); and

WHEREAS, on or about December 26, 2019, the Association filed another Supplement and Amendment to Notices of Filing of Dedicatory Instruments for Heritage Ranch as Document No. 20191226001637270 of the Real Property Records of Collin County, Texas (the "2019 Supplement/Amendment"); and

WHEREAS, the Association desires to again supplement the Notice with the dedicatory instruments attached hereto as Exhibit "A" and incorporated herein by reference.

NOW, THEREFORE, the dedicatory instruments attached hereto as Exhibit "A" are true and correct copies of the originals and are hereby filed of record in the Real Property Records of Collin County, Texas, in accordance with the requirements of Section 202.006 of the Texas Property Code.

IN WITNESS WHEREOF, the Association has caused this Sixth Supplement to be executed by its duly authorized agent as of the date first above written.

THE HOMEOWNERS ASSOCIATION OF HERITAGE RANCH, INC., a Texas non-profit corporation

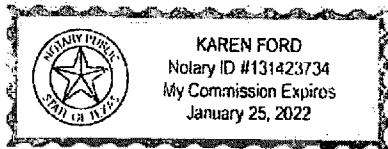
By: Nancy Lewis
Name: NANCY LEWIS
Title: President

ACKNOWLEDGMENT

STATE OF TEXAS §
 §
COUNTY OF COLLIN §

BEFORE ME, the undersigned authority, on this day personally appeared Nancy Lewis, President of The Homeowners Association of Heritage Ranch, Inc., known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that (s)he executed the same for the purposes and consideration therein expressed on behalf of said corporation.

SUBSCRIBED AND SWORN TO BEFORE ME on this 24 day of March 2021.



Karen Ford
Notary Public - State of Texas

EXHIBIT "A"

- A-1 Charter of the Infrastructure Committee of the Heritage Ranch HOA Board of Directors
- A-2 Republican Club at Heritage Ranch Bylaws [August 24, 2020 Revision]
- A-3 Charter of the Activities Committee, Standing Committee of the Heritage Ranch HOA Board of Directors
- A-4 Design Guideline Amendments
 - (a) Lifestyle Accessories - Signs
 - (b) Solar Energy Devices
 - (c) Yard Ornaments
 - (d) Flagpoles and Flags
 - (e) Sidewalks, Walkways and Driveways

CHARTER OF THE INFRASTRUCTURE COMMITTEE OF THE HERITAGE RANCH HOA BOARD OF DIRECTORS

As approved by the Heritage Ranch HOA Board of Directors (Board), the Infrastructure Committee ("Committee") of the Board is hereby formed as a standing committee, with the following:

MISSION: The Mission of the Committee is to work with HOA Management to try to ensure that all assets are well maintained and operating at a level that is satisfactory to our residents and present a positive image in the community.

AUTHORITY: The Committee is authorized to research and obtain information relevant to the maintenance, repair and the overall condition of the infrastructure at Heritage Ranch and to work directly with HOA Management to achieve the mission.

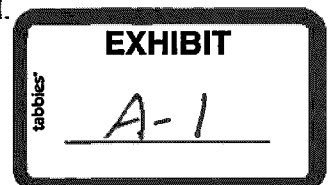
The Committee is authorized to approve expenditures for maintenance and repairs that are included in the approved operating budget. The replacement and maintenance of assets from the reserve fund require Board approval. The Committee shall make recommendations to the Board with the input from Community and Golf Management concerning infrastructure issues.

Voting members of the Infrastructure Committee shall include those individuals appointed by the Committee Chairperson and indicated as "members" on the formal Committee Roster, excluding guests, HOA staff, resident observers, and liaisons from the Board or other committees. The Chairperson of the Committee shall only vote in the event of a "tie."

PURPOSE: The purpose of the Infrastructure Committee is to review and inspect the assets and work with HOA Management to maintain the assets in first class condition. These assets include but are not limited to the Clubhouse, Golf Course (excluding landscaping, bunkers and fairways maintained by HOA staff) Common Area, and such other assets as deemed necessary.

GOALS:

- Develop and maintain a professional relationship with the Board, Community Management Contractors (Management) and the residents of Heritage Ranch.
- Inventory and document all information associated with the facilities at Heritage Ranch.
- Work with all functional areas for the continuing proper care of the landscaping, and function as a focal point for issues related to the common areas and landscaping.
- Work with all functional areas for the continuing proper maintenance and repair of the physical assets at Heritage Ranch.
- Gather and maintain information related to the retaining walls in the common areas and review them for condition and adequate maintenance.
- Review and update the reserve fund documents to reflect the expected life and replacement costs. Recommend changes to the HOA Board.
- Maintain policies and procedures as required for the functioning of the Infrastructure Committee.
- Carry out special projects as set forth by the Board or the Infrastructure Committee.
- Work on the annual budget by providing input and recommendations to the Board.



GUIDELINES: The Infrastructure Committee will

- Serve at the pleasure of the Board
- Verify that all financial decisions will be/are approved by the Board,
- May be privileged to information that should be held confidential and shared only within the Committee and Board,
- Work with HOA Management and other committees on budgeting, management issues, scheduling, etc. If the Committee and Management are not in agreement on any issue, the issue will be resolved by the Board.
- Work with HOA Management to provide a well-maintained facility
- Have a Board member appointed as an advisor to the Committee to help facilitate communications between the Committee and Board, and,
- Invite the Board member advisor to attend any and all Committee meetings at his/her convenience.

CHAIR GUIDELINES: The Infrastructure Committee Chair will:

- Be appointed by the HOA Board.
- Serve a maximum term limit of up to four years, formally reappointed annually by the HOA Board.
- Be available to the Board and email proficient.
- Will preside over Committee proceedings and, upon consulting with Committee members, coordinate meeting schedules, agenda and assign tasking and responsibilities.
- Fully share information with his/her Committee and the Board.
- Sign the Heritage Ranch *Conflict of Interest Policy and Declaration Form*.
- Add and/or remove members of the Committee when necessary.
- Appoint a vice-chairperson, secretary and any other officers deemed necessary, of the Committee.
- Maintain a Succession Plan document outlining the terms and roles of the members.

VICE CHAIR GUIDELINES: The Infrastructure Committee Vice-Chair will:

- Act on behalf of the Chair during any absence and perform the duties of the Chair.

SECRETARY GUIDELINES: The Infrastructure Committee Secretary will:

- Record and maintain the minutes of each meeting and distribute them to the members.
- Assist in writing letters, invitations and thank you notes as deemed appropriate.
- Assist in maintaining a roster of the voting committee members and any other non-voting regularly invited guests and/or staff.

COMMITTEE MEMBER GUIDELINES: The Committee Members will:

- Place the interest of the HOA and the Committee operation above their personal interests.
- Work cooperatively with the other Committee Members, HOA Management and the HOA Board to enhance the Committee Operations for the benefit of the homeowners.
- Sign the *Conflict-of-Interest Policy and Declaration Form*.

- Complete tasks assigned by the Chair.
- Attend the monthly Committee meeting; notify the Chair if unable to attend.
- Timely respond to emails from the Committee Members and/or the HOA Management.
- Be an advocate of the Infrastructure Committee within Heritage Ranch.

COMPOSITION: The Committee will be composed of residents of Heritage Ranch and organized into workgroups.

GENERAL: Committee meetings are open to any HOA member in good standing, according to the Heritage Ranch Bylaws, Section C, 3.15. The meeting schedule and minutes will be published on the HR web site.

Any matter to be brought before the Committee for a vote should be submitted in writing to the Chairperson or Secretary and distributed to the Committee at least two days in advance of each scheduled meeting.

COMMITTEE PRODUCTS: The Committee, by working with the HOA Management, will provide the Board a facility that the residents are proud of and that is an asset to the community. The Committee will provide the Board with reports as necessary for monthly Board meetings. The Committee will work on the annual budget process and make recommendations and priorities for the annual budget. The Committee will also review the Heritage Ranch Reserve Report to ensure that all reserves are adequate.

Approved as amended by the Heritage Ranch Infrastructure Committee on February 10, 2021

By: _____
Clara Bahner, Chairperson

Approved by the HOA Board of Directors on 3/19/21
By: Nancy Lewis
Nancy Lewis, President

REPUBLICAN CLUB AT HERITAGE RANCH

BYLAWS

AUGUST 24, 2020 Revision

ARTICLE I

NAME

The name of this association shall be the **Republican Club at Heritage Ranch** (the "Club")

ARTICLE II

EFFECTIVE DATE

The effective date for the formation of the Republican Club at Heritage Ranch shall be June 3, 2009.

ARTICLE III

PURPOSES

The Purposes of the Republican Club at Heritage Ranch are:

To preserve and protect the interest of constitutional republicanism through education and political action.

To encourage active participation in governmental affairs, including communication with elected officials.

To acquaint members with the character and qualifications of Republican candidates.

To build loyalty to the Republican Party for constructive action in the primary and the general elections.

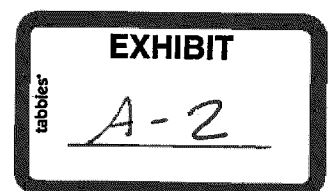
ARTICLE IV

MEMBERSHIP

Membership shall be open to any Heritage Ranch resident who agrees with the Purposes of the Club.

SPONSORS

Non-residents may become Sponsors with no voting rights and may not hold elected office in the Club.



ARTICLE V

DUES

The fiscal year of the Club shall be from January 1 through December 31.

Annual dues shall be approved by the Club Board. Only Members with dues paid who are in good standing are eligible to vote.

ARTICLE VI

CLUB BOARD AND ELECTED OFFICERS

The Club Board shall consist of the elected Club Officers and the Immediate Past President.

The time, place and frequency of the meetings of the Club Board shall be determined by the members of the Club Board.

The elected Officers of the Club shall be the:

- President
- Director of Membership
- Director of Meetings
- Director of Marketing and Communications
- Director of Legislative and Campaign Activities
- Treasurer
- Secretary
- Historian

The non-elected Officer of the Club shall be the Immediate Past President.

ARTICLE VII

ELECTION OF CLUB OFFICERS

Election of Club Officers shall take place during the annual membership meeting in November of each year beginning in 2009.

Elected Club Officers shall take office effective the first meeting held in January of each year following their election and continuing through December 31st of their elected term.

Club Officers shall be elected for the term specified below by simple majority of the Membership present at the annual meeting or special meeting. All Club Officers may serve a maximum of two consecutive two year terms.

In 2020, Director of Membership, Director of Meetings, Director of Marketing and Communications, Treasurer shall be elected to serve a one year term. Beginning in 2021 and every odd year thereafter, their terms shall be for two years.

In 2020 and every even year thereafter, the President, Director of Legislative and Campaign Activities, Secretary, and Historian shall be elected to serve a two year term.

The Board shall convene and designate the replacement of any Club Officer unable to serve out the term. The selected replacement shall serve out the remainder of the current term for the vacating Club Officer.

A married couple or partners cannot both serve on the Club Board at the same time.

ARTICLE VIII

DUTIES AND RESPONSIBILITIES OF CLUB OFFICERS

The Club Officers shall attend and participate in Board and General Meetings.

PRESIDENT

The President shall preside at regularly scheduled and specially called meetings of the Republican Club at Heritage Ranch, shall call all special meetings and direct all activities of the Club. The President shall, with Club Board approval, appoint all committee Chairpersons and serve ex officio on all committees, except as otherwise provided in the Bylaws. The President or an Officer designated by the President shall represent the Club on any temporary committee. The President has authority to authorize and approve individual expenditures up to three hundred dollars (\$300) without Club Board approval.

DIRECTOR OF MEMBERSHIP

The Director of Membership shall serve as Chair of the Membership Committee. The Duties of the Director of Membership include:

- Develop programs to stay in touch with Members and Sponsors
- Identify Members that are capable and would like to volunteer for Club committees and events
- Lead efforts to grow membership in the Club
- Organize the Membership Committee
- Recruit and train Membership Committee Chairs and members

DIRECTOR OF MEETINGS

The Director of Meetings shall serve as the Chair of the Meetings Committee. The duties of the Director of Meetings include:

- Scheduling all monthly Meetings in conjunction with the Heritage Ranch HOA Calendar
- Planning, developing, and executing monthly Club programs
- Recruiting and training of Meeting Committee Chairs and members

DIRECTOR OF MARKETING AND COMMUNICATIONS

The Director of Marketing and Communications shall serve as the Chair of the Marketing and Communications Committee. The duties of the Director of Marketing and Communications include:

- Marketing and Communications
- Managing the Club database
- Developing and maintaining the Club website
- Planning and coordinating special events
- Recruiting and Training of Committee Chairs and Members

DIRECTOR OF LEGISLATIVE AND CAMPAIGN ACTIVITIES

The Director of Legislative and Campaign Activities shall serve as Chair of the Legislative and Campaign Activities Committee. The duties of the Director of Legislative and Campaign Activities include:

- Maintain relationships and communications with elected officials
- Inform the Club about pending legislation, elections, candidate campaigns, and activities of local, state, and federal governing bodies
- Coordinate the Club's Get-Out-the-Vote efforts
- Encourage Members and Sponsors to communicate with elected officials and to participate in candidate campaigns
- Recruit and train Legislative Affairs Committee Chairs and members

SECRETARY

The Secretary shall record the minutes of Board, Business, Special, and Monthly meetings of the Club. Minutes shall be posted on the "Members Only" section of the Club website. The Secretary shall keep all official documents related to the organization. The Secretary shall prepare the Certificate of Appreciation for the guest speakers. The Secretary is authorized to sign checks for the Board in the absence of the President and Treasurer.

TREASURER

The Treasurer shall receive all monies of the Club and deposit such sums in a non-interest bearing account at a recognized bank. All checks shall be signed by the President, Treasurer or Secretary. The Treasurer shall keep an itemized account of all financial transactions and render a monthly report of receipts, disbursements and account balance to the Club Board for adoption. Monthly adopted reports shall be made available to Members and Sponsors upon written request to the Treasurer. The Treasurer is authorized the use of a \$30 change fund for use at Club meetings to provide change for new and renewing memberships.

HISTORIAN

The Historian shall keep an ongoing “bullet point” record of the Club History. The Historian shall serve as Club Parliamentarian.

IMMEDIATE PAST PRESIDENT

The Immediate Past President shall perform duties as directed by the President, serve as Chair of the Nominating Committee and shall be a voting member of the Club Board.

ARTICLE IX

REMOVAL OF CLUB OFFICERS

Any Club Officer may be removed from the Club Board by unanimous consent of the remainder of the Board, for any action detrimental to the reputation of the Club and its Purposes.

ARTICLE X

COMMITTEES

- The President with the Club Board approval, shall appoint the Chair for temporary special committees, unless otherwise provided in these Bylaws. The Chair of each Standing and special committee will ask for volunteers to assist in the activities of that committee. Each Standing and special committee shall obtain Club Board approval for all major special committee events and Club-wide efforts and promotions.

The Standing Committees consist of the following:

- Membership Committee
- Meetings Committee
- Marketing and Communications Committee
- Legislative and Campaign Activities Committee

NOMINATING COMMITTEE

The Nominating Committee shall consist of the Immediate Past President and five Members: one Member appointed by the President, one Member appointed by the Club Board, and three Members elected by the General Membership in the August meeting of the Club. The Nominating Committee shall recommend one nominee for each of the Officers to be elected that year, with prior consent of the nominee. Presentation of the slate shall be made at the October meeting, provided they have the consent of the nominee. Club Members may make additional nominations from the floor at the October meeting, provided they have consent of the nominee.

ARTICLE XI

GENERAL RULES

A quorum for a meeting of the Club shall be twenty percent (20%) of the Members with current dues at the time of the meeting.

Additional event fees may be charged for special events, materials for rallies, or other activities as deemed appropriate by the committees with Club Board approval.

ARTICLE XII

AMENDMENTS AND REVISION OF THE BYLAWS

These Bylaws may be altered, amended, or repealed by simple majority at the regular annual meeting or at any special meeting of the Members called for that purpose; the Members shall not have the power to change the Purposes of the Club, to decrease its rights and powers or to deprive a Member of rights and privileges then existing.

Notice of any revisions and amendments to be made to the Bylaws at a regular or a special meeting of the Members must be distributed to the membership at least ten (10) days before such meeting and said notice must set forth the amendments to be considered.

Any revisions and amendments to these Bylaws must be approved by the Heritage Ranch HOA Board of Directors.

ARTICLE XIII

PARLIMENTARY AUTHORITY

The rules contained in the current edition of *Robert's Rules of Order, Newly Revised*, shall govern the Club in all cases to which they are not inconsistent with the Bylaws or any special rules of order of the Republican Club at Heritage Ranch.

Bylaws Amended and Approved by the Club Membership this 24th day of August, 2020

Stacy Puckey

Date: 9/12/2020

Approved by Activities Committee Resident Organization

Leah Ann Dill

Date: 9/18/2020

Approved by Heritage Ranch HOA Board

Nancy Lewis

Date: 9/15/2020

**CHARTER OF THE ACTIVITIES COMMITTEE,
STANDING COMMITTEE OF THE HERITAGE RANCH
HOA BOARD OF DIRECTORS**

MISSION: The Mission of the Committee is to keep the "Active" in "Active Adult Community"; to provide oversight of a wide variety of Social Events, Programs, Resident Organizations and Classes; to exchange ideas with the Community Events Director in order to focus the Activities on the needs and desires of the entire range of residents and to make maximum use of the Clubhouse facility.

AUTHORITY: The Committee is authorized to research and obtain information relevant to activities at Heritage Ranch. The Committee is authorized to maintain oversight of Resident Organizations, Performing Arts groups, Social Events and Classes. While this Committee has no authority to make policies regarding activities at Heritage Ranch, it is expected to recommend specific decisions to the HOA Board. The Committee may develop new and revised policies for approval by the HOA Board (hereafter called Board).

PURPOSE: The purpose of this Committee is to learn in detail information relevant to activities at Heritage Ranch and provide to the Board information and assistance in the management of those activities.

GOALS:

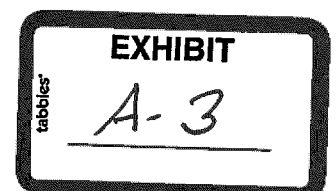
- Provide a formal communication path between residents and the Board for activity-related issues.
- Review and recommend Resident Organization By-Laws (new and/or amended) for approval by the Board.
- Assure that activities at Heritage Ranch are meeting the needs and desires of Heritage Ranch residents.
- Provide a forum for Clubs and Organizations to express a need or problem needing resolution.
- Develop Special Activities and/or Performing Arts events with participation by Heritage Ranch residents which can be enjoyed by all Heritage Ranch residents and the public.

GUIDELINES:

- Will serve at the pleasure of the Board.
- May be privileged to HOA business information/decisions that shall be held confidential and divulged only with the Committee and the Board.
- Will work with the Board, other Committees and Management on budgeting, management issues, scheduling, etc. If the Committee and Management are not in agreement on any issue, issue shall be resolved by the HOA Board. A Board member will be appointed as an advisor between the Committee and the Board and will attend any and all meetings at his/her convenience.
- Will inform the Board advisor of issues necessitating specific preparation prior to meetings.
- Has no involvement in Golf.

CHAIR GUIDELINES

- Will be formally appointed annually by the Board, serve a maximum term limit of up to four years, be available to the Board and shall be email proficient.
- Will preside over Committee proceedings and upon consulting with Committee members, will coordinate meeting schedules, agenda and assign tasks and responsibilities.
- Will fully share information with his/her Committee and the Board.



- Will be a Voting Member of the Officers but vote on motions of the Committee only in the event of a tie.
- Will sign the Heritage Ranch *Conflict of Interest Policy and Declaration Form*.
- Will add and/or remove members of the Committee when necessary.
- Will present a list of Activities Committee members and the name of the Chair annually to the HOA Board of Directors.
- Will work with the Chair of the Ballroom Improvements Committee to provide input to the HOA on the Heritage Ranch Reserve Fund as it relates to items purchased by the Ballroom Improvements Committee.

VICE CHAIR GUIDELINES

- Will act on behalf of the Chair during any absence and perform the duties of the Chair.
- Will be a Voting Member of the Officers.

SECRETARY GUIDELINES

- Will record and maintain the minutes of each meeting and distribute them to the membership.
- Will write all letters, invitations and thank you notes as deemed appropriate.
- Will maintain a roster of those who attend regularly and the Voting Members.
- Will be a Voting Member of the Officers.

IMMEDIATE PAST CHAIR GUIDELINES

- May, at his/her option, be an ex-officio member of the Officers with no vote.
- Will perform duties as directed by the Chair.

COMMITTEE MEMBER GUIDELINES: The Committee Members will:

- Place the interest of the HOA and the Activities Committee operation above their personal interests.
- Work cooperatively with the other Committee members, HOA Management and the Board to enhance the Committee operations for the benefit of the homeowners.
- Sign the Heritage Ranch *Conflict of Interest Policy and Declaration Form*.
- Complete tasks assigned by the Chair.
- Attend the monthly Committee meeting; notify the Chair if unable to attend.
- Respond in a timely manner to emails from the Committee members and/or HOA Management.
- Be advocates for the Activities Committee within Heritage Ranch.

COMMITTEE COMPOSITION:

- Committee resident participants serve on various subcommittees and make themselves heard at the Committee meeting.
- The Voting Members consist of the Committee Officers (Chair, Vice Chair and Secretary) and the Chairpersons of the permanent subcommittees or their assigned representatives.
- Decisions are made by the Activities Committee Voting Members.
- Consistent with the direction of the Board, the Community Events Director does not have a vote.
- The Committee Chair is approved by the Board.

GENERAL: Meetings are open to any HOA member in good standing, according to the Heritage Ranch Bylaws, Section C, 3.15. The meeting schedule and minutes will be published on the HR web site.

- Recommendations made to the Board require a majority vote of the Voting Members

- Any matter to be brought before the Committee for a vote should be submitted in writing to the Chairperson or Secretary and distributed to the Committee at least two days in advance of each scheduled Committee meeting.
- The Committee may prepare, for its own use, a set of standing rules. These rules, established by a majority vote of the Voting Members, may address the day to day operations of the Committee but may not modify the directives of this document.

SUBCOMMITTEES

- The Voting Members shall authorize and define the powers and duties of the Subcommittees. The Performing Arts Subcommittees (Chorale, Theatre Guild, and Variety Show) are independent Clubs governed by approved Bylaws. Each Subcommittee shall obtain Activities Committee approval for all major subcommittee decisions which require further approval from the Board.

Activities Budget Analysis

- This Subcommittee is charged with verifying that Activities are properly budgeted and that the Budget is met. A summary chart of every project should be presented at monthly Committee meetings. The Chair of this Subcommittee will be a Voting Member of the Activities Committee (one vote).

Resident Organizations

- This Subcommittee shall provide oversight for all clubs at Heritage Ranch except those reporting to the Golf Standing Committee. The Subcommittee shall communicate with resident organization leaders to identify and resolve issues, and work with the Community Events Director to resolve scheduling and facility utilization conflicts.
- The Subcommittee shall also provide oversight for all groups at Heritage Ranch. The Subcommittee shall communicate with group leaders to identify and resolve issues and work with the Community Events Director to resolve scheduling and facility utilization conflicts.
- The Subcommittee shall work with residents to form new clubs or groups which may include the creation of group rules or club bylaws using the approved HOA Bylaws Template. The Subcommittee will also work with existing clubs to revise bylaws if changes are needed.
- All bylaws, whether new or revised, shall be approved by this Subcommittee and the Activities Committee before they are forwarded to the Board for final approval. The Chair of this Subcommittee shall be a Voting Member of the Activities Committee (one vote).
- The Subcommittee may develop programs or projects as part of its authority to enhance or add to the efforts of the Subcommittee. Individual Activities Committee members or member teams may be appointed to work on the programs or projects. It may be feasible for these programs/projects to share efforts with other HOA Standing Committees when appropriate.

Medical Speakers

- This Subcommittee consists of a Chair, Co-Chair and Secretary who are responsible for soliciting, selecting, and scheduling health related programs for presentation to Heritage Ranch residents.
- The purpose of the Medical Speakers Program and the Medical Speakers Forum is to provide expert medical speakers for the benefit of the Heritage Ranch Community, its residents, and guests.
- The Medical Speakers Program is a partnership with a recognized hospital in a once-a-month format. The Medical Speakers Forum features additional Health Care groups and providers in a once-a-month format. Heritage Ranch rooms will be used for the presentations.
- All requests from interested speakers and Heritage Ranch residents shall be referred to the Subcommittee for evaluation and action. Heritage Ranch residents are encouraged to recommend speakers in keeping with established guidelines.

- In most cases, only speakers with an M.D. credential (or equal), preferably associated with a recognized hospital, clinic or practice, will be invited to participate in the Medical Speakers Program. Those who are not an M.D. will be invited to participate in the Medical Speakers Forum. In both programs, the speaker should be a source of educational information of value for Heritage Ranch residents.
- No fees shall be paid to or received from the speaker. Speakers are prohibited from selling a product at their presentations. Speakers are permitted to distribute written materials, business cards and pamphlets about their practice.
- The Chair of this Subcommittee shall be a Voting Member of the Activities Committee (one vote).

Concert Series

- This subcommittee consists of members who research music groups and artists to perform concerts for the enjoyment of Heritage Ranch residents. The Chair of the Subcommittee will be a Voting Member of the Activities Committee (one vote).
- The Community Events Director works with this Subcommittee in establishing concert dates and may assist in selection of performance groups, as requested. Performer costs (so as not to exceed the ticket revenue budget) are the sole responsibility of the Subcommittee. The Community Events Director finalizes the contracts for the performing groups and attends Concert Series meetings when needed upon request.

Chorale

- This Subcommittee is made up of the Chorale President and Board or a representative of the Chorale President's choice. The Subcommittee or its representative will be a Voting Member of the Activities Committee (one vote).
- The Community Events Director works with the Subcommittee to establish rehearsal dates, final performance dates, publicity materials and promotional data.

Theatre Guild

- This Subcommittee consists of the President and Executive Board of the Theatre Guild or a representative of the Theatre Guild President's choice. The Subcommittee or its representative will be a Voting Member of the Activities Committee (one vote).
- The Community Events Director works with the Subcommittee to establish rehearsal dates, final performance dates, publicity materials and promotional data.

Variety Show

- This Subcommittee consists of the President and Executive Board of the Variety Show or a representative of the Variety Show President's choice. The Subcommittee or its representative will be a Voting Member of the Activities Committee (one vote).
- The Community Events Director works with this Subcommittee to establish rehearsal dates, final performance dates, publicity materials and promotional data.

Ballroom Improvements Committee

- This Subcommittee shall be comprised of representatives from each of the following performing organizations at Heritage Ranch: the Concert Series, the Theatre Guild, the Variety Show and the Chorale. Additional organizations may be added as needed.
- The Chair of this Subcommittee shall be a Voting Member of the Activities Committee (one vote). The representatives of the specific organizations have one vote each on the Subcommittee.

- The mission of the Subcommittee is to collect and maintain a prioritized list of the facility improvements needed and/or desired by all performing organizations. The Subcommittee will first make rough estimates of the cost of the items on the list, then make an initial determination as to their priority – low, medium, or high.
- This Subcommittee is responsible for determining which improvements to enhance the performance characteristics of the Heritage Ranch Performance Facility (Ballroom) should be made with the Activities Committee Ballroom Improvement funds.
- The Subcommittee shall refine the cost estimates of high priority items; complete detailed plans for installation and use; and secure approval, if necessary, from other Heritage Ranch Committees. When money becomes available, either as positive Activities Committee account variance or through additional funding, the Subcommittee may recommend the purchase of high priority items to the Board for final approval after first obtaining approval from the Activities Committee.
- The Subcommittee will provide to the Infrastructure Committee and applicable Heritage Ranch Staff Members recommendations for the care, use, installation, and storage of the items purchased for the Performance Facility. Any training needed in the use of the new items will be overseen by the Subcommittee.
- The Maintenance Engineer shall be invited to all Subcommittee meetings.
- A particular item's priority may change due to equipment failure, or additional facility requirements. The list of improvements may be re-prioritized by a majority vote of the Subcommittee. In addition, the Theatre Guild and the other performing organizations may fund improvements utilizing their own funds, as long as these improvements add to the overall usability of the performance facility and do not conflict with improvements planned by the subcommittee. These items must go-through the same approval as any other improvement. (Infrastructure, Activities and Board)
- Funds not spent in a fiscal year may be carried forward into future years in order to provide for the accumulation of money for improvements for which sufficient funds do not exist. Each year the Subcommittee may make a recommendation to carry its funds forward. This recommendation must clearly state how much money is to be carried forward, and specifically define the future expenditure. The recommendation must be approved by the Activities Committee before submission to the Board of Directors for final approval. Any change in approved plans for the expenditure of funds to be carried forward will require the same approvals.
- Expenditures may be made prior to the end of the fiscal year utilizing an anticipated Activities Committee variance and/or an anticipated additional funding. The Community Events Director and the Chairman of the Activities Committee will determine the validity of "anticipated".
- Upon review of the Performing Arts Fund at the end of a calendar year, if the Ballroom Improvement Fund contains excess funds for which there is no specific designation, the Ballroom Improvement Committee may review Performing Arts' needs, other than replacing or buying equipment, such as a special project to which funds could be designated. This action would require a majority vote of the Subcommittee members before it is presented to the Activities Committee and the Board for approval.

AD HOC SUBCOMMITTEES

- Voting Members shall authorize and define the scope and mission of temporary Subcommittees. These Subcommittees shall obtain Voting Members' approval for any significant action. A temporary committee will have the number of people required to accomplish their mission.

COMMITTEE PRODUCTS: The Committee will:

- Provide the Board information for approval when a new club is being formed or there are changes to bylaws of existing clubs
- Provide all arbitrary space usage conflict resolutions that could not be satisfactorily resolved.

Approved as amended by the Heritage Ranch Activities Standing Committee on

10/21/20

Leardyn Dille Chair, Activities Standing Committee 12/16/20

Approved by the Heritage Ranch HOA Board of Directors on December 16, 2020.

Nancy Lewis 12/16/20
Nancy Lewis, President
HOA Board of Directors

Recommend all current Guideline for Signs, Paragraph C-16-6 **LIFESTYLE ACCESSORIES-SIGNS**, be deleted in its entirety and replaced with the following.

16. Signs.

Signs, symbols, emblems and similarities shall not be installed on or displayed from lots EXCEPT as authorized herein.

One temporary realty "For sale" or "For lease" sign per lot is authorized for the duration while a property is on market. Such sign shall be not more than 4 feet high from ground, total area no more than 5 square feet. An annotation "Contract pending" or "Sold" may be displayed as appropriate. Realty signs shall be removed 5 days after property is off market.

Trade signs no more than 5 square feet in area, which include but are not limited to landscaping, painting, remodeling, etc., may only be displayed while vendors are present. The installation or relocation of all other signs requires ARC approval.

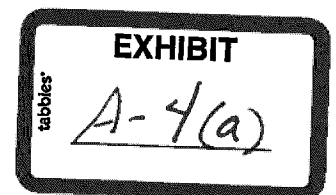
A security service sign visible from the street is authorized for installation within 2 feet of the front elevation of the residence structure and shall be no more than 2 feet in height and a total area of approximately 1 square foot.

Temporary political signs are authorized to be displayed starting 90 days from election date and shall be removed 15 days following election date. Only one professionally printed sign (no more than 2' wide X 18" tall) per political race (candidate), political party and/or issue is authorized. Duplicates are not authorized.

An authorized sign shall be ground mounted and shall not be attached to a fence, roof, tree or residence structure or displayed in any other manner. All signs must be professionally printed.

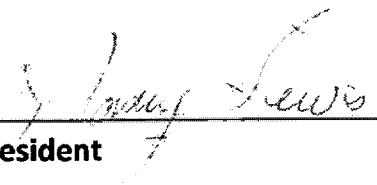
Every Residence structure shall display an address sign incorporated into the design of the residence and maintained so that it is clearly visible from the street.

Address numerals on the street curb is an alteration of HOA common property and is prohibited by the governing documents.




The installation or relocation of all other signs requires ARC approval. A sign not authorized in this section shall not be installed or displayed unless approved by the ARC.

Approved by the Heritage Ranch Board of Directors



President



Date

Solar Energy Devices

Recommend all current Guidelines and Amended Guidelines be replaced in their entirety and replace with the following:

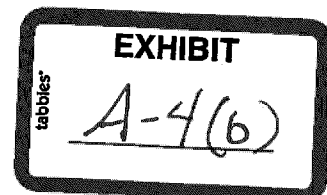
Page 13 of 22 – Paragraph B **Architecture** of the Residential Guidelines, subparagraph 18.

The use of energy conservation techniques is encouraged when appropriate. Site planning and landscape design for energy conservation is encouraged. The use of colored solar panels on facades adjacent to the golf course, open space or public amenity space may be restricted.

“A Request for Modification may be submitted to the ARC for solar energy devices. A solar energy device is a system, or series of mechanisms designed primarily to provide heating or cooling or to produce electrical or mechanical power by collecting and transferring solar generated energy. This definition includes mechanical or chemical devices that can store solar generated energy for heating, cooling or production of power. The following requirements apply for ARC approval:

- a. The device cannot violate the law or threaten public health or safety.
- b. The device cannot be located in a common area or on property maintained by the HOA.
- c. The device may be installed on the homeowners roof but must comply with the following:
 - 1) When installed on the roof, the device cannot extend higher than the roofline.
 - 2) The device must be located in an area of the roof approved by ARC.
 - 3) The device must be located in an area of the roof not visible from the golf course or common areas.
 - a) In case of location conflict, the ARC may approve a roof location when the energy production in the homeowner requested location is 10% higher than the ARC approved location. The 10% higher determination must be based on a publicly available modeling tool provided by the National Renewable Energy Laboratory. The homeowner will provide the modeling tool results to the ARC and bear the cost of the modeling tool.
 - b) The device must conform to the slope of the roof and the top edges of the device must be parallel to the roofline.
 - c) The frame, support brackets and visible piping/wiring must be color consistent with the roof color.

A device may be installed in rear or side yards. The device may not exceed the approved HOA fence height of 48 inches from ground to top of the device. The



Yard Ornaments

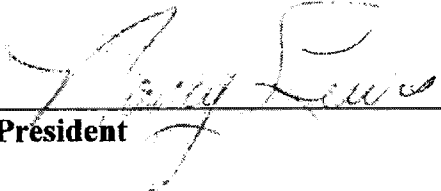
Recommend Amendment to the first sentence of the Yard Ornaments Guideline, Sec. III. Article C, Lifestyle Accessories, Subparagraph 15, Yard Ornaments, Page 15, as amended. Delete the current Guideline in its entirety and replace with the following:

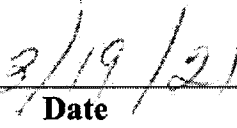
Yard ornaments are defined as non-living decorative ornamental items placed in the uncovered yard of a lot, including, but not limited to bird houses, fountains, sculpture, statues, flags and banners. Yard ornaments must be approved by the Architectural Review Committee (ARC) and such approval shall be at the discretion of the ARC.

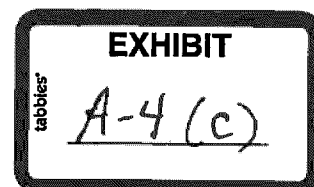
- All yard ornaments must be consistent with the architectural style and community décor of Heritage Ranch must be proportionate to the intended location and shall not reflect obscenity, political messages or offensive symbols, pictures or words, as determined by the ARC.
- A maximum of four yard ornaments, regardless of size, composition and/or configuration may be displayed in the front yard and a maximum of four may be displayed in the rear yard.
- The front yard is the area from the front property line and along each side of the property to the back wall of the house. All yard ornaments placed in the front yard must be located within 10 feet of the front and within 5 feet of the side of the bricked residence.
- The rear yard extends from the back wall of the house to the rear property line.

Exceptions to any of the foregoing criteria shall require approval by the ARC.

Approved by the Heritage Ranch Board of Directors


President


Date



The ARC recommends all the current Guideline for Flagpoles and Flags, Page 15 of 22 Paragraph C **LIFESTYLE ACCESSORIES** of the Residential Guidelines, subparagraph 18 be deleted in its entirety and replaced with the following:

18. Flagpoles and flags

Flagpoles:

A lot owner may install flagpoles after ARC approval of a Request for Modification.

The flagpole shall be either ground installed in the front yard at a maximum height of 20 feet from ground to top, or attached at an angle to the front of the residence structure at a maximum length of 6 feet. Flagpoles shall not be attached to a roof.

The flagpole shall be constructed of permanent, long lasting materials with a finish that is harmonious with the residence structure and surrounding community, and shall be maintained in good condition

Flagpole lighting, if installed, shall comply with Town of Fairview ordinances.

Flagpoles must comply with applicable zoning ordinances, easements and setbacks.

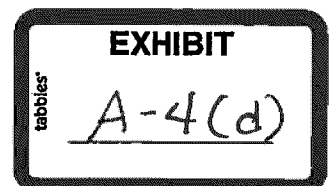
Flags:

Flags shall be displayed as authorized in this section.

Flags shall be displayed only on an approved flagpole, except miniature flags commemorating a national holiday as described below.

The flags described in the following four subparagraphs are authorized to be displayed without prior ARC approval:

- a. The Flag of the United States; or
- b. The State of Texas flag; or
- c. Flag of one of the U. S. Armed Forces; or
- d. A flag of one university, college or professional sports team only on a day of competition.



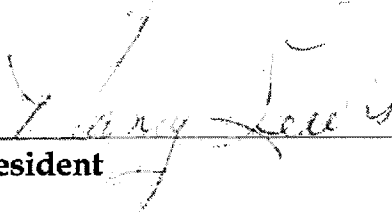
Any other flag shall not be displayed unless approved by the ARC. Political flags shall not be displayed.

The US flag must be displayed in accordance with 4 U.S. Code Section 5-10.

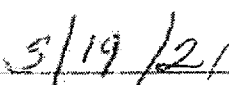
Flags must be maintained in good condition and should not be displayed if torn, faded, soiled, or damaged in any way.

Miniature flags of the United States not more than 24 inches high may be placed only in the ground directly adjacent to the curb across the lot front to commemorate National holidays. Such flags shall be installed no more than 3 days before the holiday and shall be removed 2 days following the holiday.

Approved by the Heritage Ranch Board of Directors



President



Date

DESIGN GUIDELINES
Sidewalks, Walkways and Driveways

The Architectural Review Committee has reviewed the current Guideline related to Sidewalks, Walkways and Driveways and has determined that the current Guideline should be deleted in its entirety and replaced with the following:

Sidewalks, Walkways and Driveways Section III. Article B.5, page 10 of 22

Driveways and the front entry walkway shall be concrete paved with a medium broom finish, stamped and colored concrete, or exposed aggregate concrete. Epoxy finished coatings are not permitted. All materials require ARC approval.

A four-foot wide concrete sidewalk, located at least five feet from the back of the street curb and a Driveway Apron is provided on residential streets.

Replacement of Concrete Sidewalks and Driveway Aprons requires ARC approval before work begins. A certification document from the Contractor must accompany the ARC Modification application verifying that the installation of the sidewalk and Apron will comply with the following Guidelines:

Replacement of the sidewalk at the driveway and apron connecting the driveway to the street curb shall be done with 3000 PSI concrete of a color and finish matching the adjacent sidewalks. The concrete shall be a minimum of 4" deep with #4 Reinforcing bars at 18" on center in both directions, and wrapped with wire at each juncture.

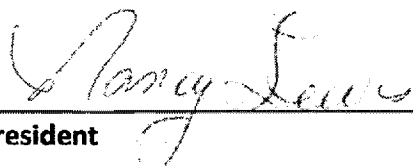
The Rebar shall be placed on chairs to center the reinforcing at the middle of the slab. A 1" x 4" wood or asphalt expansion strip shall be installed between the new work and the existing slabs.

At the end of each Rebar where it abuts another slab, a 4" x5/8" hole shall be drilled into the adjacent existing slab and connected to the new reinforcing material with an 8" #4 dowel. The dowel shall be epoxied in place. The concrete sidewalk shall have a broom finish and tooled joints at 4' intervals to match the existing sidewalks.

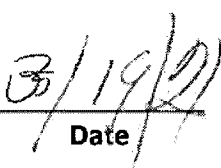
The ARC and or the Infrastructure Committees shall be notified after the forms and reinforcing material are installed for inspection PRIOR to placement and finishing of the concrete.

The concrete can be poured and finished AFTER the inspection is made and the installation of the reinforcing is approved. Failure to get such inspection prior to concrete placement will result in the removal of the completed work and reinstallation at the owner's expense.

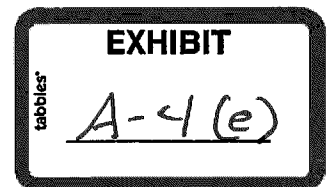
Approved by the Heritage Ranch Board of Directors



President



Date



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Filed and Recorded
Official Public Records
Stacey Kemp, County Clerk
Collin County, TEXAS
03/26/2021 12:40:46 PM
\$138.00 NPRECCELLA
20210326000604770

A handwritten signature in cursive script that reads "Stacey Kemp".