

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

[Revisions to Residential Design Guidelines for Latticework; Revisions to Residential Design Guidelines for Painting/Repainting; Revisions to Residential Design Guidelines for Exterior Lighting; Charter of Food and Beverage Committee; Charter of Golf Committee; Charter of Marketing and Communications Committee; Charter of Architectural review Committee; Ladies Golf Association Bylaws; Men’s Golf Association Bylaws; Couples Golf Association Bylaws and Regulations; Changes to Rules and Regulations]

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

THIS EIGHTH SUPPLEMENT TO THE NOTICE OF FILING OF DEDICATORY INSTRUMENTS FOR HERITAGE RANCH (this “Eighth Supplement”) is made this And day of ~~April~~, 2022, by The Homeowners Association of Heritage Ranch, Inc. (the “Association”).

May

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, on or about March 26, 2021, the Association filed a Sixth Supplement to the Notice of Filing of Dedicatory Instruments for Heritage Ranch as Document No. 20210326000604770 of the Real Property Records of Collin County, Texas (the "Sixth Supplement"); and

WHEREAS, on or about May 27, 2021, the Association filed a Seventh Supplement to the Notice of Filing of Dedicatory Instruments for Heritage Ranch as Document No. 202105270010757720 of the Real Property Records of Collin County, Texas (the "Seventh Supplement"); and

WHEREAS, on or about August 27, 2021, the Association filed a Notice of Filing for Heritage Ranch as Document No. 20210827001747540 of the Real Property Records of Collin County Texas (the "2021 Legislative Policies").

WHEREAS, the Association desires to 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 Eighth 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: Tony Trevino

Printed Name: Tony Trevino

Title: General Manager

ACKNOWLEDGMENT

STATE OF TEXAS §
 §
COUNTY OF COLLIN §

BEFORE ME, the undersigned authority, on this day personally appeared Tony Trevino, General Manager 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 2 day of May 2022.
2022.

Karen Ford
Notary Public - State of Texas

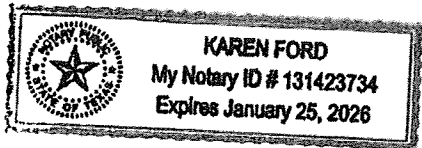


EXHIBIT "A"

- A-1 Revisions to Residential Design Guidelines for Latticework
- A-2 Revisions to Residential Design Guidelines for Painting/Repainting
- A-3 Revisions to Residential Design Guidelines for Exterior Lighting
- A-4 Charter of Food and Beverage Committee
- A-5 Charter of Golf Committee
- A-6 Charter of Marketing and Communications Committee
- A-7 Charter of Architectural Committee (ARC)
- A-8 Ladies Golf Association Bylaws
- A-9 Men's Golf Association Bylaws
- A-10 Couples Golf Association Bylaws and Regulations
- A-11 Changes to Rules and Regulations

Revisions to Residential Design Guidelines for Latticework:

Design Guidelines, Section III, Article C, Lifestyle Accessories, entitled Latticework, as modified and approved by the Heritage Ranch Board of Directors on March 5, 2018.

The Architectural Review Committee has reviewed the current Guideline related to latticework and recommends adding the following sentence following the first sentence of the guideline:

The design of the latticework or trellis must allow a minimum of 25% open space between the boards. Privacy screens or fences are not permitted.

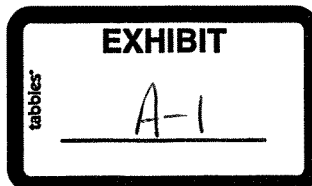
The approved revised Guideline shall be:

Attached latticework or garden trellis may be installed only with approval of the ARC and provided it is an integral part of the landscaping and complementary to the exterior materials of existing structures. The design of the latticework or trellis must allow a minimum of 25% open space between the boards. Privacy screens or fences are not permitted. Freestanding latticework may not be installed within any rear or side yard setback as stated in Section III, Article B, Architecture, Subparagraph 14, Alterations, Additions and Expansions.

Approved by the Heritage Ranch Board of Directors

David A. Shur
President

2/18/2022
Date



Revisions to Residential Design Guidelines for Painting/Repainting:

Design Guidelines, Section III, Article B, Architecture, Subparagraph 13, Painting/Repainting, page 12 of 22 as modified and approved by the Heritage Ranch Board of Directors on September 19, 2014.

The Architectural Review Committee has reviewed the current Guideline related to painting/repainting and recommends adding the following sentence at the end of the current guidelines:

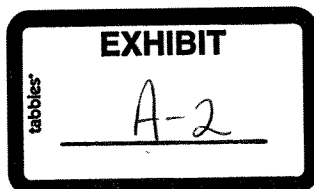
Painting exterior brick, stone, rock, or other hardscape material whether on the house, landscaping or retaining wall shall not be allowed.

The approved revised Guideline shall be:

ARC approval is required for all exterior painting or repainting of the home or its accessory improvements. If repainting with the color that is already on the home, a paint sample is required. If repainting with a different color from that already on the home, the Modification Application must be accompanied by both the manufacturer's color sample with the name and code number of the paint and a color sample painted on a white 8 ½" X 11" paper or white poster board. For Custom Colors, a color sample painted on a white 8 ½" X 11" paper or white poster board must accompany the Application. All exterior stains and paints shall be restricted to subdued earth tones or natural colors that are compatible with surrounding structures and the environment. White paint is not allowed on the exterior surfaces of the home. Painting exterior brick, stone, rock, or other hardscape material whether on the house, landscaping or retaining wall shall not be allowed.

Approved by the Heritage Ranch Board of Directors

David C. Shultz 2/18/2022
President Date



Revisions to Residential Design Guidelines for Exterior Lighting

Design Guidelines – Section III B, Page 13, Article 16 as modified March 5, 2018.

The Architectural Review Committee has reviewed the current guidelines related to exterior lighting and recommends the following.

The approved revised Guideline shall be:

Exterior Lighting

ARC approval is required prior to changing or adding exterior lighting. In reviewing lighting requests, the ARC will consider the visibility, style, location and quantity of the light fixtures. Landscape lighting fixtures shall be dark colored so as to be less obtrusive and shall be as small in size as is reasonably practical. All lighting shall be compatible with the architecture of the residence.

All in ground landscape lighting in the yard (except porches) shall be low voltage incandescent, solar, LED or compact fluorescent as noted in Town of Fairview Ordinance 3.14.008. Lighting for walkways generally should be directed toward the ground. Colored lights will not be approved.

String or rope lighting attached to patio or pergola roofs shall be installed on the inside of the support beams so that both the electrical cords and light bulbs are not visible from the street or neighboring property. String lights are not allowed to be wrapped around support beams or displayed in any other manner on the patio or pergola except as indicated in this guideline. String or rope lighting shall not be installed on fences or other areas of the property. String lights are not allowed to be attached to the eaves of the house except for holiday lighting in compliance with holiday lighting guidelines.

Exterior lighting shall not produce glare or direct illumination across a property line of an intensity that creates a nuisance or detracts from the use or enjoyment of adjacent property.

In accordance with the applicable City of Fairview Lighting Ordinance and/or as approved by the ARC, the Association shall be responsible for monitoring and controlling exterior lighting within the Heritage Ranch Community which shall be of harmonious design and shall give strong emphasis to preserving the natural night environment by use of lights which minimize light pollution, reduce glare and conserve energy. All reasonable methods to support these objectives include but are not limited to the following:

- a) Use of exterior lighting fixtures which are of a down light design except for ornamental lighting, landscape lighting and other lighting specifically approved by the HOA and the Town.
- b) Maximum use of full-cutoff type fixtures which do not emit direct light above the plane of the lowest light emitting part of the fixture
- c) Use of bulbs and fixtures with lower rated light output consistent with the needs of the specific lighting application.
- d) Careful placement of lights with appropriate lighting angles to avoid undue concentration of lights or unnecessary upward directed light emissions.

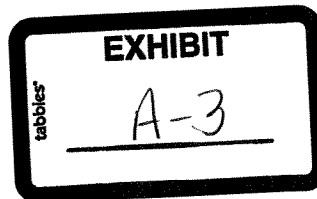
Approved by the Heritage Ranch Board of Directors

David A. Shultz

President

March 18, 2022

Date



Charter of the Food and Beverage Committee of the Heritage Ranch Homeowners Association Board of Directors

CHARTER OF THE FOOD AND BEVERAGE COMMITTEE OF THE HERITAGE RANCH HOMEOWNERS ASSOCIATION BOARD OF DIRECTORS

As appointed and approved by the Heritage Ranch Homeowners Association (HOA) Board of Directors (Board), the Food and Beverage Committee (Committee) of the Board is hereby formed with the following:

VISION/MISSION

The Vision and Mission Statements of the Committee are:

Vision

To assist in creating an appealing, profitable, and functional Food and Beverage Operation that serves the needs of both Heritage Ranch residents and residents of surrounding communities. Homeowners will be proud to bring their family and friends to the Clubhouse to dine.

Mission

To work with the Board to hold the contracted management company (Management) accountable for budgeted results and agreed-upon goals and objectives.

To investigate ways to enhance the food and beverage experience at the Clubhouse.

To monitor courtesy, attentiveness, and efficiency of customer service in the dining rooms and consistency of quality of food and its presentation, as well as timeliness of delivery, throughout the Food and Beverage Operation.

To monitor training of the waitstaff and other dining room staff members.

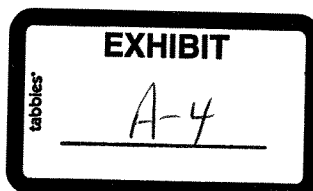
To monitor sales, profits, and losses of the Food and Beverage Operation.

To project a positive atmosphere on the Committee and throughout Heritage Ranch.

AUTHORITY

The Committee has the authority to research and obtain information relevant to all matters relating to the operations and finances of the Food and Beverage Operation at Heritage Ranch.

The Committee has the authority to make recommendations and suggestions to Management of the Food and Beverage Operation in order to drive guest satisfaction, profits, and sales.



Charter of the Food and Beverage Committee of the Heritage Ranch Homeowners Association Board of Directors

The Committee has the authority to evaluate the performance of the Food and Beverage Operation, as described below.

PURPOSE

The purposes of the Committee are to:

- Understand and document Food and Beverage Operation.
- Evaluate the performance of the Food and Beverage Operation by focusing on:
 - Customer Service.
 - Product Quality.
 - Consistency and Quality of Customer Service.
 - Sales.
 - Profitability.
 - Cleanliness and Adherence to County Health Guidelines and Requirements.
 - Loss Prevention.
- Recommend improvements to the Board, General Manager, Food and Beverage Director, and Management.
- Assess the needs and wishes of the Community.

GOALS

The goals of the Committee are to:

- Achieve customer satisfaction by delivering value, quality, and consistency.
- Meet or exceed the profitability target set in the Annual Budget.
- Hold Food and Beverage Management to a high standard of operation.
- Ensure timely and accurate communications to the Board regarding Food and Beverage Operations.

GUIDELINES

The guidelines of the Committee are to:

- Serve at the pleasure of the Board.
- Verify that all financial decisions in excess of agreed-upon limits will be/are approved by the Board.
- Hold confidential any privileged information received and share only with other Committee Members and the Board.
- Work with the Board, other Committees, and Management on budgeting, administration/supervision, scheduling, etc. If the Committee and Management are not in agreement on any issue, the issue will be resolved by the Board.

Charter of the Food and Beverage Committee of the Heritage Ranch Homeowners Association Board of Directors

- Have a Board member appointed as a liaison to the Committee to help facilitate communications between the Committee and the Board. The Board liaison shall be welcome at any and all meetings.

Chair Guidelines

The Food and Beverage Committee Chair shall:

- Be appointed by the Board.
- Serve a maximum term limit of up to four years, formally reappointed annually by the Board.
- Be available to the Board.
- Place the interests of the HOA and the Food and Beverage Operation above personal interests.
- Preside over Committee proceedings and, upon consulting with Committee members, coordinate meeting schedules, agendas, and assign tasks and responsibilities.
- Share information fully with the Committee Members and the Board.
- Add and remove Members from the Committee, when necessary.
- Sign the Heritage Ranch *Conflict of Interest Policy and Declaration Form*.

Committee Member Guidelines

The Food and Beverage Committee Members will:

- Place the interests of the HOA and the Food and Beverage Operation above personal interests.
- Serve at the pleasure of the Chair.
- Serve two-year terms at floating positions so there are only a few changes at a time.
- Work cooperatively with the other Committee Members, the Food and Beverage Department, and the Board to enhance the Food and Beverage Operation for the benefit of residents.
- Complete tasks assigned by the Chair.
- Notify the Chair timely if unable to attend.
- Respond timely to e-mails from Committee Members and Food and Beverage Operation Management.
- Be an advocate for the Food and Beverage Operation.
- Sign the Heritage Ranch *Conflict of Interest Policy and Declaration Form*.

COMPOSITION

The Committee shall be composed of up to seven (7) members, all of whom will have full voting rights.

Charter of the Food and Beverage Committee of the Heritage Ranch Homeowners Association Board of Directors

The General Manager, Director of the Food and Beverage Department, Executive Chef, and Sales and Catering Manager will be ex-officio members without voting rights.

COMMITTEE PRODUCTS

The Committee shall provide the Board with reports as necessary for monthly Board meetings.

The Committee shall work on the annual budget process, make recommendations, and set priorities for the Annual Budget.

The Committee shall review the Heritage Ranch Reserves Report to ensure that all Reserves are adequate.

GENERAL

Any Board member, apart from the liaison, may attend Food and Beverage Committee meetings.

Committee meetings are open to any HOA member in good standing, according to the Heritage Ranch Bylaws, Section C, 3.15.

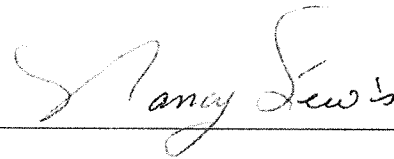
In a manner similar to Section C, 3.15, the Committee may go into Executive Session.

The meeting schedule and minutes will be published on the Heritage Ranch website.

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

Approved by the Heritage Ranch Homeowners Association Board of Directors on

8/27/21.

By: 

Nancy Lewis, President

CHARTER OF THE GOLF COMMITTEE
OF THE HERITAGE RANCH HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS

As appointed and approved by the Heritage Ranch Homeowners Association (HOA) Board of Directors (Board), the Golf Committee (Committee) of the Board is hereby formed with the following:

MISSION: To make recommendations to the Board concerning Heritage Ranch (HR) golf course fees, rates, membership plans, and golf course maintenance and operations that will enable the HR golf operations to be successful.

AUTHORITY: The Committee has the authority to research, analyze, compile, and maintain information relevant to the golf operations at Heritage Ranch. It also has the authority to make recommendations to the Board regarding golf-related policies and golf operations at Heritage Ranch. The Committee will function as the interface between the Board and members of the golfing community. The Committee provides oversight and guidance/direction to the golf management company as authorized by the Board.

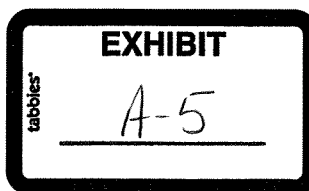
PURPOSE: To conduct studies and make recommendations to the Board on matters that will help increase golf revenues, effectively manage golf expenses, increase Homeowner and playing public participation in the Heritage Ranch golf program, and maximize homeowner value to all residents by providing a quality golf environment.

GOALS:

- To make recommendations to the Board for employing the most efficient and cost-effective golf course management organization available to support the HR golf objectives, which are to operate successfully and to provide a highly desirable golf environment to our homeowners and to the public.
- To recommend golf-pricing plans that will encourage play by HOA Members as well as by the playing public.
- To analyze the golf course financials, to include outside events, and to make recommendations to the Board on possible areas to improve golf operations.
- To work with golf course management to develop a yearly budget/plan that will be submitted to the Board for approval.
- To assist golf course management in the use of the golf course by resident golf organizations.

GUIDELINES:

The Committee is to:



- Serve at the pleasure of the Board.
- Verify that all financial decisions are within the budget approved by the Board.
- Hold confidential any privileged information received and share only with other Committee Members and the Board
- Work with the Management Company, the Board and other Committees on budgeting, management issues, scheduling, etc. If the Committee and Management Company are not in agreement on any issue, the issue will be resolved by the Board.
- Have a Board member appointed as a liaison to the Committee to help facilitate communications between the Committee and Board. The Committee shall welcome the Board liaison and any member of the Board to any and all meetings.

CHAIR GUIDELINES:

The Golf Committee Chair shall:

- Be appointed by the HOA Board
- Serve a maximum term limit of up to four years, formally reappointed annually by the Board
- Be available to the Board
- Place the interest of the HOA and Golf Operations above personal interest
- Preside over Committee proceedings and, upon consulting with Committee members, coordinate meeting schedules, agenda and assign tasks and responsibilities
- Share information with the Committee and the Board
- Sign the Heritage Ranch *Conflict of Interest Policy and Declaration*
- Add and or remove members of the Committee as necessary

COMMITTEE MEMBER GUIDELINES:

The Golf Committee Members will:

- Place the interests of the HOA and the Golf Operations above their personal interests
- Serve at the pleasure of the Chair
- Work cooperatively with the other Committee Members, the Management Company and the Board to enhance the Committee Operations for the benefit of the homeowners
- Sign the *Conflict of Interest Policy and Declaration*
- 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 HOA Management
- Be an advocate for Golf Operations

COMPOSITION:

The Golf Committee shall be composed of seven (7) voting members representing the resident Heritage Ranch golfing community. The General Manager, Course Superintendent and Head Golf Professional will be ex-officio members without voting rights.

Each of the 3 (three) bylaw'd golf associations, e.g. the Men's Golf Association (MGA), Ladies Golf Association (LGA) and Couples Golf Association (CGA) will select a representative to serve as a voting committee member.

The Chairperson will select two (2) other Committee members who will be voting members of the Committee:

4. Vice-Chair

5. Secretary

The sixth voting position will be the Chairperson of the Handicap Committee. The seventh voting position is the Chairperson.

The Secretary will prepare and retain the Minutes of Meeting for each meeting held.

The Golf Committee Chairperson may establish work groups , as required, to address specific areas of golf operations, such as course maintenance, membership/marketing, communications, and other committees that may be necessary. The Chairperson may appoint a member of the Golf Committee to chair each of these work groups.

The voting members will have one vote on matters to be sent to the Board, and in the absence of a simple majority, the Chairperson will cast the deciding vote. Votes of all members shall be noted and recorded in the published minutes of each meeting.

Handicap Committee – must include a Chairperson and a representative of the MGA, LGA and CGA and the Head Golf Professional. The Handicap Committee will ensure that all Golf Associations comply with the USGA Rules of Handicapping in regards to establishing each golfer's Handicap Index. The succession planning of the Handicap Committee will be the responsibility of the outgoing Handicap Committee.

SUCCESSION PLANNING

The succession planning of the Chairperson's position will be the responsibility of the voting members of the Golf Committee and needs to be accomplished in time to be presented to the HOA Board at their December meeting. The representatives of the Golf Associations are addressed in their individual bylaws. The positions of Vice Chair and Secretary will be the responsibility of the incoming Chairperson.

GENERAL: Committee meetings are open to any HOA member in good standing, according to the Heritage Ranch Bylaws, Section C, 3.15.

In a manner similar to Section C,3.15, the Committee may go into Executive Session

The meeting schedule and minutes will be published on the Heritage Ranch website.

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 the scheduled meeting.

COMMITTEE PRODUCTS:

The Golf Committee shall provide the Board with reports as necessary for monthly Board meetings.

The Committee shall work on the annual budget process, set priorities and make recommendations for the Annual Budget.

The Committee shall review the Heritage Ranch Reserve Report to insure that all reserves are adequate.

Approved by the Heritage Ranch Homeowners Association Board of Directors on

11/19/2021

By:

Nancy Lewis

Nancy Lewis, President

CHARTER OF THE MARKETING AND COMMUNICATIONS COMMITTEE OF THE HERITAGE RANCH HOA BOARD OF DIRECTORS

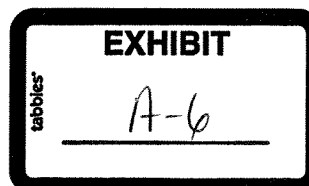
As approved by the Heritage Ranch HOA Board of Directors (Board), the Marketing and Communications Committee (Committee) is hereby formed as a standing committee, with the following:

MISSION

The mission of the Committee is to oversee the development and implementation of branding, marketing and communications strategies that support the long- and short-term goals of the Heritage Ranch Board of Directors.

AUTHORITY

- The Committee is authorized to provide the Board with an analysis of the marketing and communications needs of Heritage Ranch, without regard to existing processes, management preferences or the status quo.
- The Committee is authorized to participate in and provide guidance on the positioning of the Heritage Ranch brand and to recommend brand changes to the Board.
- The Committee is authorized to participate in the development of marketing and communications strategies that support the brand and to recommend those strategies to the Board.
- The Committee is authorized to protect the Heritage Ranch brand by requiring the consistent application of the Board-approved Heritage Ranch logo and brand messaging, as well as the use of professional design, editorial and presentation standards in all marketing and communications products.
- The Committee is authorized to participate with HOA Management in the selection of contracted vendors of marketing and communications services and to recommend that selection to the Board.
- The Committee is authorized to provide guidance to HOA Management and vendors on the content, timing and channels used to execute the marketing strategies of Heritage Ranch.
- The Committee is authorized to provide guidance to HOA Management and vendors on the content, timing and channels used to communicate information to Heritage Ranch residents.
- The Committee is authorized to provide guidance to HOA Management in the development of the annual marketing and communications budgets.



PURPOSE

The purpose of the Committee is to maximize the effectiveness of Heritage Ranch's marketing and communications to support the community's long- and short-term prosperity.

GOALS

- Support continued increases in HOA internal and external revenues from all sources.
- Promote and defend the Heritage Ranch brand.
- Position Heritage Ranch as a premier Active Adult Community in North Texas to realtors and potential purchasers of homes in the community.
- Effectively communicate information about the HOA and Ranch activities to all residents.

GUIDELINES

The Committee will:

- Serve at the pleasure of the Board.
- Hold confidential all privileged information, sharing it only within the Committee and the Board.
- Work with HOA Management and other committees on budgeting, management and administrative issues and scheduling. If the Committee and Management are not in agreement on any issue, the issue will be resolved by the Board.
- As needed, maintain and update guidelines and policies concerning Heritage Ranch communications channels.
- Invite the appointed Board member advisor to attend all meetings of the Committee at his or her convenience.

CHAIR GUIDELINES

The Committee Chair will:

- Be appointed by the HOA Board.
- Serve a maximum term of up to four years, formally reappointed annually by the HOA Board.
- Be available to the Board on marketing and communications issues and serve as a resource to other Committees.
- Preside over Committee proceedings and assign tasks and responsibilities to committee members.
- Fully share information with Committee Members and the Board.
- Sign and adhere to the Heritage Ranch Conflict of Interest Policy and Declaration Form.
- Add and/or remove members of the Committee as necessary.
- Appoint a vice-chair, secretary and other officers of the Committee as necessary.

COMMITTEE MEMBER GUIDELINES

The Committee Members will:

- Place the interest of the HOA and the Committee operation above their personal interests.
- Work collaboratively with other committee members, HOA Management and the Board to enhance Committee operations for the benefit of all homeowners.
- Sign and adhere to 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 Committee Members and HOA Management.
- Be an advocate of the Marketing and Communications Committee with homeowners.

COMPOSITION

- The Committee will be composed of Heritage Ranch residents, HOA Management representatives, and WGP representatives, plus vendor representatives as necessary and as appropriate.
- To the extent possible, Committee members will have had career experience in the marketing and / or communications professions.
- Committee members may be organized into workgroups to address specific issues, at the Chair's discretion.
- Voting members will be appointed by the Committee Chair.


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 Heritage Ranch website.
- Any matter brought before the Committee 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.
- If a vote is required, a majority vote of those in attendance will be considered a quorum.

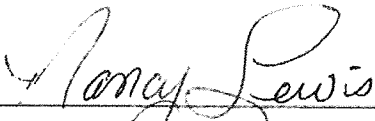
COMMITTEE PRODUCTS

- The Committee will recommend branding, marketing and communications strategies to the Board.
- The Committee will provide the Board with reports and recommendations as necessary on marketing and communications issues.
- The Committee will recommend marketing and communications expenditures for inclusion in the annual budget.

Approved as amended by the Marketing and Communications Committee
on August 8, 2021

By: 
Stephen Holder, Chair

Approved by the HOA Board of Directors on August 27, 2021

By: 
Nancy Lewis, President

**Charter of the Architectural Review Committee (ARC)
Of the Heritage Ranch HOA
Board of Directors**

Appointed and approved by the Heritage Ranch HOA Board of Directors (Board), the ARC (Committee) of the Board is hereby formed with the following:

MISSION: The Mission of the Committee is to preserve the architectural integrity of the Heritage Ranch community and supervise the enforcement of the Residential Design Guidelines, Covenants and applicable ordinances by the HOA Management Company.

AUTHORITY: The Committee is authorized by the Board to research and obtain information relevant to residential and building modifications in Heritage Ranch, permits, residential landscape, records of previous modification approvals, citations for non-compliance and transactions regarding individual residences.

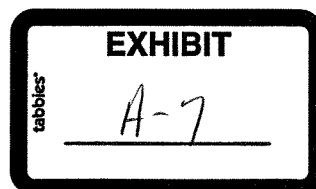
PURPOSE: The purpose of the ARC is to administer the Residential Design Guidelines referenced in and attached to Article 10.3 of the Covenants. In addition, the ARC administers Conditions and Restrictions for Heritage Ranch, to ensure compliance with Residential Design Guidelines, Covenants, Town of Fairview ordinances, and State and Federal Regulations.

GOALS:

- Encourage and educate the residents in timely submission of Modification Applications by homeowners for exterior modifications to their property.
- Timely processing of Modification Applications by the ARC and feedback to homeowners of the status of their requests. Response to homeowners within 15 working days with a maximum of 45 working days is desired.
- Coordinate with the HOA management company enforcement of Residential Design Guidelines, property covenant and ordinance non-compliance issues, as requested by the HOA management company.
- Annual report to the Board of ARC actions regarding numbers of approvals/disapprovals of Modification Applications and recommendations for changes to the Residential Design Guidelines.

GUIDELINES: The Committee:

- Will serve at the pleasure of the Board
- Will consist of 3 Resident Members for Modification Application review and 3 Inspection Team members, who will assist in the visual inspection of the completed approved modifications to homeowners' property
- May be privileged to information that should be held confidential and shared only within the Committee and Board



- Will work with HOA Management and other committees on amendments to the Design Guidelines, management issues, scheduling, etc. If the Committee and Management are not in agreement on any issue, the issue will be resolved by the Board.
- Will have a Board member(s) appointed as an advisor to the Committee to help facilitate communications between the Committee and board.
- The Board member advisor will attend Committee meetings at his/her convenience.

CHAIR GUIDELINES: The Architectural Review 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 HOA Board and email proficient
- Preside over Committee proceedings and, upon consulting with Committee members, will coordinate meeting schedules, agenda and assign tasking and responsibilities
- Fully share information with his/her Committee and the Board
- Maintain a Log listing the Property address, the date of request for modification, a description of the project for which the Modification Application is submitted, and the decision made by the ARC
- Sign the Heritage Ranch *Conflict of Interest Policy* form
- Add and/or remove members of the Committee when necessary
- Maintain a Succession Plan document outlining the terms and roles of the members.

COMMITTEE MEMBER GUIDELINES: The Committee Members will:

- Place the interest of the HOA and the Committee operation above their personal interest
- Work cooperatively with the other Committee Members, HOA Management and the HOA Board to enhance the Committee Operations for the benefits of the homeowners
- Sign the Heritage Ranch *Conflict of Interest Policy* form
- Complete tasks assigned by the Chair
- Attend weekly committee meetings; notify the Chair if unable to attend
- Timely respond to emails for the Committee Members and/or HOA Management
- Be an advocate of the ARC within Heritage Ranch.

COMPOSITION: The Committee will be composed of three voting members to include the Chairperson and 2 Modification Application Review members. In addition, the Committee may have a 3 member Inspection Team appointed by the Chairperson that will review completed projects to ensure that the projects are in compliance. The Committee may also advise the HOA Management Company and/or the Board of any unapproved additions that have been or are being made to residence.

GENERAL: Due to the privileged and confidential information submitted to the Committee by homeowners when the Committee is reviewing Modification Applications the meetings of the Committee will be held in executive session. The Committee will meet with individual

homeowners by appointment to discuss their application should the homeowner desire to do so.

Any matter 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.

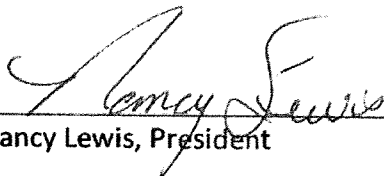
COMMITTEE PRODUCTS: The Architectural Review Committee will provide the Board with reports as necessary for monthly and/or annual Board meetings, as requested. The Committee will make recommendations for modifications to the Design Guidelines as deemed necessary for clarification or compliance with State or Federal law.

Approved by the Heritage Ranch HOA Board of Directors on December 13, 2007


Amended by the Architectural Review Standing Committee

Approved by the Heritage Ranch HOA Board of Directors on January 20, 2011

Approved by the Heritage Ranch HOA Board of Directors on June 18, 2021



Nancy Lewis, President



Date

HERITAGE RANCH LADIES GOLF ASSOCIATION BYLAWS

ARTICLE I **NAME**

The name of the association is the Heritage Ranch Ladies Golf Association, also known as HRLGA.

ARTICLE II **PURPOSE**

The purpose of the HRLGA is to provide an arena in which a group of lady golfers can enjoy the game of golf together, to develop, organize and administer a program which embodies and nurtures the traditions of golf, and to encourage conformance with the USGA Rules of Golf.

ARTICLE III **MEMBERSHIP**

Membership shall be open to ladies who are residents or owners at Heritage Ranch. Membership may also be extended to women over 39 years old who have joined one of the Heritage Ranch golf membership programs, and show a desire to participate in play days and tournaments on a regular basis.

Memberships shall be for the calendar year, with all memberships expiring on December 31st of the year. Each application for membership shall be submitted with payment of annual dues.

ARTICLE IV **DUES**

Annual membership dues shall be established by the officers of HRLGA. Dues shall normally be paid before the first official tournament or play day of each year. Dues may be prorated after July 1st of the calendar year.

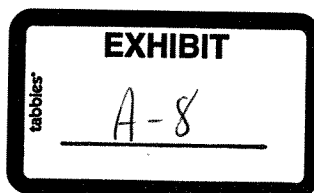
Only members with dues paid in good standing shall be eligible to vote, to be considered for office, and to play in tournaments and play days of the HRLGA.

ARTICLE V **OFFICERS/BOARD OF DIRECTORS**

Members of the Board shall be the President, Vice President representing eighteen hole golfers, Vice President representing nine hole golfers, Secretary, and Treasurer. The Board of Directors will exercise all powers of management of the HRLGA. The Immediate Past President shall serve as an ex officio member of the Board. Each Officer shall serve without compensation.

ARTICLE VI **ELECTION OF OFFICERS**

The election of Officers shall take place during the annual membership meeting in November of each year. Elected Officers shall take office effective on January 1 of the year following the election and continue through December 31st of the same year.



Officers shall be elected for a one-year term by a simple majority vote of the membership eligible to vote who are present at the annual membership meeting in November of each year. Officers may serve a maximum of two consecutive terms unless the officer is unopposed and willing to accept the office. Officers must be a resident of Heritage Ranch.

ARTICLE VII
DUTIES OF OFFICERS

The Officers shall attend and participate in HRLGA meetings.

President

The President shall preside at all Board meetings and membership meetings of the HRLGA, and shall call all special meetings and direct all activities of the HRLGA. The President shall also work with the Heritage Ranch Golf Committee to insure cooperative understanding of all HRLGA events at Heritage Ranch. The President shall, with Board approval, appoint committee chairpersons and serve ex officio on all committees. The President shall represent the HRLGA on any advisory committees.

Vice Presidents

The Vice Presidents shall act on behalf of the President during any absence and perform the duties of the President. The Vice President representing 18 hole golfers shall serve the unexpired term of the President should the President leave office. The Vice Presidents may represent the HRLGA on advisory committees.

The Vice President representing 18 hole golfers shall be responsible for chairing the Nominating Committee.

Secretary

The Secretary shall record and maintain the minutes of Board meetings and general meetings and make them available to the membership upon request. The Secretary shall write all letters, invitations and thank you notes as deemed appropriate. The Secretary shall have on file, a roster of active members and their standing.

Treasurer

The Treasurer shall receive all moneys of the HRLGA and deposit such sums in a non interest bearing account of a recognized bank. Either the Treasurer or President shall sign all authorized warrants and checks drawn on funds of the HRLGA. All financial obligations shall be approved and authorized by the Board before payment. The Treasurer shall keep an itemized account of all financial transactions and render a report of receipts and disbursements at each meeting. The Treasurer shall insure that new members have been properly billed. The Treasurer shall produce and maintain a roster of active members of the HRLGA and their standing.

Past President

The Immediate Past President shall serve ex officio on the Board with no voting rights, and shall assure continuity, and act as advisor to the President and the Board.

ARTICLE VIII
REMOVAL OF OFFICERS

Any Officer may be removed from the Board for failure to attend three (3) consecutive scheduled meetings of the Board, which have been duly noticed in accordance with notifications of scheduled meetings. Any Officer may also be removed for conduct detrimental to the HRLGA.

A vacancy in any position shall be filled by the HRLGA Board. The appointment shall last for the balance of the vacant term.

ARTICLE IX **COMMITTEES**

Committees may be appointed each year as deemed necessary by the Officers of HRLGA. The Board shall authorize and define the powers and duties of Committees. Chairs and members of Committees shall be recommended by the President and serve with approval of the Board.

Committees shall function as recommended in the USGA Golf Committee manual, in cooperation with the Head Golf Professional and the Golf Committee of Heritage Ranch. Each Committee shall obtain Board approval for all major Committee events.

Committees shall work closely with the HRLGA Board in a mutually beneficial relationship.

These Committees may consist of:

1. Tournament and Rules Committee
2. Exchange Events Committee
3. Social Committee
4. Nominating Committee
5. Communication Committee

ARTICLE X **NOMINATING COMMITTEE**

The Vice President representing 18 hole golfers shall chair the Nominating Committee which shall consist of a minimum of three members.

The Nominating Committee shall assemble a list of nominees who have expressed an interest in serving as an Officer on the HRLGA Board. The Nominating Committee shall publish the proposed slate of candidates for members at least twenty (20) days prior to the annual Membership meeting. Ballots may be created for voting prior to the Membership meeting.

ARTICLE XI **MEETINGS**

General membership meetings shall be called annually, at a time designated by the Officers of the HRLGA. Additional meetings and social events may be held as needed at the discretion of the Officers.

Board meetings shall be called by the President of the HRLGA as necessary. A quorum at any meeting shall be a simple majority of those present at the meeting.

ARTICLE XII **GENERAL RULES**

All members of HRLGA shall agree to abide by the rules the United States Golf Association, the Texas Women's Golf Association and the HRLGA.

Members in good standing may play in HRLGA events. A member of HRLGA must have an established USGA index.

All tournaments shall be played by USGA rules. Exceptions may be made for specific local rules of the course, and for weather conditions. Exceptions shall be published by the Tournament and Rules Committee.

Special event fees may be charged for tournaments or other activities as deemed appropriate by the Committees with Board approval.

ARTICLE XIII
AMENDMENT TO BYLAWS

These Bylaws may be altered, amended, or repealed by simple majority vote of the ballots cast 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 purpose of the Association so as to decrease its rights and powers or to deprive any Member of rights and privileges then existing, or so to amend the Bylaws to deviate from the original intents and purposes of the Association.

Notice of any amendment to be made at a special meeting of the Members must be distributed to the membership at least twenty (20) days before such meeting and must set forth the amendments to be considered.

Any amendments to these by-laws must be approved by the Heritage Ranch HOA Board of Directors.

Approved by HRLGA Board and signed by President, Sue Glover

Date: 7/21/2021



Approved by the HRLGA Membership



Approved by Golf Committee Resident Organization



Approved by HR HOA Board

HERITAGE RANCH MEN'S GOLF ASSOCIATION BYLAWS

ARTICLE I **NAME**

The name of the association is the Heritage Ranch Men's Golf Association also known as HRMGA.

ARTICLE II **PURPOSE**

1. To promote interest in and improvement of golf among male members of Heritage Ranch.
2. To develop, organize, and increase participation in all golf tournaments sponsored by the HRMGA.
3. To promote competitive tournament golf (MGA18) as well as a group for casual golf (MGA9).

ARTICLE III **MEMBERSHIP**

Membership is open to any male age 48 or older who is either an owner, resident, has any Heritage Ranch Golf Membership program or prospective owner under contract at Heritage Ranch.

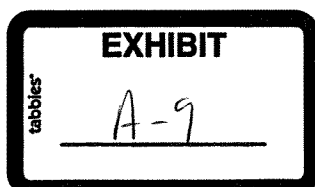
ARTICLE IV **DUES**

1. Dues will be established by the MGA Board annually and approved by the HRMGA membership at the annual general membership meeting. Dues are payable upon registration.
2. Only members with dues paid in good standing are eligible to vote or to be considered for MGA office.
3. Only members with dues paid in good standing are eligible to play in MGA sanctioned tournaments.
4. The MGA board shall establish base dues for each membership to cover common expenses, and then add separately to each group the additional amount for tournament related expenses.

ARTICLE V **OFFICERS / BOARD OF DIRECTOR**

1. Members of the Board shall be the President, Vice President of MGA18, Secretary-Treasurer, Director of Tournament Administration, Vice President of MGA9 and the Past President. Each Officer shall serve without compensation.
2. Duties of the Board shall be to manage and control the affairs of the HRMGA
3. There will be 5 (five) voting members of the Board. The five members listed above, except the Past President.

ARTICLE VI



ELECTION OF OFFICERS

1. The election of HRMGA Officers shall take place during the end of the year annual membership meeting. All five members will be up for election each year. Board vacancies will be filled from a slate of qualified nominees, not to exceed six, presented by the nominating committee. Either the Vice President 18 or Vice President 9 will assume the Presidency in the year following his election to the Board. The Board will vote on which Vice President will be nominated. The MGA9 membership shall nominate their own Vice President of the MGA9. Nominations may be made from the floor at the annual meeting provided that nominees are qualified and have given their prior consent except for the Vice President MGA9 who is elected exclusively by only MGA9 members. The MGA9 vote will be held prior to the annual meeting. Elected Officers will take office effective immediately following the election and continuing until the next annual membership meeting.
2. Officers shall be elected for a one-year term by a majority vote of ballots cast. Officers may serve a maximum of two consecutive terms unless the candidate is unopposed and willing to accept, he may serve an unlimited number of terms.
3. Board vacancies that unexpectedly occur during the year will be filled by the remaining members of the HRMGA Board.

ARTICLE VII **DUTIES OF OFFICERS**

The Officers shall attend and participate at all meetings.

1. The **President** shall preside at all meetings of the HRMGA, shall call all special meetings and direct all activities of the HRMGA. He shall also work in concert with the Heritage Ranch Management and the Head Golf Professional and General Manager to insure cooperative understanding in all HRMGA events and promotion of golf at Heritage Ranch.
2. The **Vice President MGA 18** shall perform as directed by the President.
3. The **Vice President MGA9** shall administer all activities related to the MGA9 as directed by the President. He shall direct any MGA 9 committees.
4. The **Secretary-Treasurer** shall record the minutes of the board meetings and all membership meetings. He shall receive all moneys of the MGA and deposit such sums in a non-interest bearing account of a recognized bank. The Treasurer shall sign all checks drawn on funds of the MGA. The annual budget (and any subsequent revisions) will be approved by the Board which is deemed approval for the expenditure. All non budgeted expenditures shall be approved by the Board including the Secretary-Treasurer prior to committing to payment of the expenditure. All checks will be signed by the Treasurer. In the absence of the treasurer the checks will be signed by the President. All Checks in excess of \$1,000 must be approved by both Treasurer and President with written documentation. The Treasurer shall keep an itemized account of all financial transactions and render a report of receipts and disbursements at each meeting. The financial records shall be kept in sufficient detail to account for the activities of both the MGA18 and MGA9.
5. The **Director of Tournament Administration** shall administer all activities of tournament play including but not limited to: Scheduling of tournaments, coordination with head pro, financial payouts, record keeping systems, and oversee any joint play with MGA18 and MGA9. He will also be responsible for maintaining the Associations

website.

6. The **Immediate Past President** shall perform duties as directed by the President and shall be an advisory non voting member of the Board.
- 7.

ARTICLE VIII **REMOVAL OF OFFICERS**

Any Officer may be removed from the Board for failure to attend three (3) consecutive scheduled meetings of the Board, which have been duly noticed in accordance with notifications of scheduled meetings.

A vacancy in any position shall be filled by the MGA Board. The appointment shall last for the balance of the vacant term.

ARTICLE IX **MEETINGS**

1. The annual General Membership Meeting will be held after the conclusion of the MGA golf season. Other general meetings will be called as deemed necessary by the Board.
2. Board Meetings will be held at a time and place as determined by the Board. These meetings may be held monthly or as needed to direct the HRMGA activities.
3. A special meeting can be called at any time. A quorum for the Board shall be 3 members present.

ARTICLE X **COMMITTEES**

The Board shall authorize and define the powers and duties of Committees. Openings for Chairs and members of said Committees shall be posted in order that volunteers can be accepted annually and approved by the Board. Each Committee shall obtain Board approval for all major Committee events. The Board may appoint any committee as the need arises to address any specific issues.

The Board will assign a current Board member to represent the HRMGA on the Heritage Ranch Golf Committee.

The Committees shall work closely with the MGA Board.

- I. The **Tournament/Event Committees**. There shall be two standing committees:
 - A. MGA9 Tournament Committee chaired by the Vice President MGA9. The Director of Tournament Administration shall sit on this committee with the balance of members coming exclusively from the MGA9 or golf staff.
 - B. MGA18 Tournament Committee shall be chaired by the Director of Tournament Administration. The balance of members will be from the MGA18 or golf staff.
 - C. In the event that other committees are appointed they shall report to the one of the respective standing tournament committees.

ARTICLE XI

GENERAL RULES

1. The acceptance of membership in the association shall bind each member to uphold the provisions of the Constitution and Bylaws of the association and to accept and enforce all rules and decisions of the Board of Directors, acting within the Board's jurisdiction.
2. Any member may be subject to suspension or expulsion for unbecoming conduct detrimental to the game of golf, the good name of the association and\or its proper functioning or administration. Any charges preferred must be in writing. Any member failing in his obligations as set forth herein may be suspended or expelled by a two-thirds majority vote of the Board of Directors; provided such member shall have been given due notice of the charges preferred against him and an opportunity to be heard in his defense.
3. Any member thus suspended or expelled by a vote of the Board of Directors may appeal from its decision to the members of the full organization at any annual meeting.
4. Any member expelled for cause shall have a refund of his dues for the un-expired term of the year. The amount of the refund will be prorated to the full number of quarters (3 months) remaining in the fiscal year.
5. To play in any HRMGA tournament, HRMGA members must be an HRMGA member in good standing and have an established USGA handicap index.
6. Each tournament may have a fee charged above the annual dues fee. The additional fee charged will be used for prizes or food for that tournament.
7. In accordance with the World Handicap System a minimum of 54 holes has to be recorded in the Golf Handicap Information Network (GHIN) system for a member to have a handicap index. A handicap index is required to compete in HRMGA event and participate in the competition for prize money or season long points. A new member that has not recorded 54 holes will be allowed to participate in an event but will not be eligible for prize money or season long points and will not be charged an entry fee.
8. A maximum handicap index for a HRMGA member will be 54. This number may be changed based on new guidelines from the USGA.
9. It is expected that each member will properly post their scores to GHIN in accordance with the Rules of Handicapping. All event/tournament rounds will be posted to GHIN by the Director of Tournament Administration.
10. In accordance with the World Handicap System all handicap indexes are revised on a daily basis reflecting rounds posted to that date.
11. Except where otherwise specified, rules of the U. S. G. A. and local rules will govern. Both the MGA18 and MGA9 may implement modified rules for each event or tournament as determined by the respective Event/Tournament Committees.

ARTICLE XII

AMENDMENT TO BYLAWS

These Bylaws may be altered, amended, or repealed by simple majority vote of the ballots cast 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 purpose of the Association so as to decrease its rights and powers or to deprive any Member of rights and privileges then existing, or so to amend the Bylaws to deviate from the original intents and purposes of the Association.

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

Any amendments to these by-laws must be approved by the HOA Board of Directors.

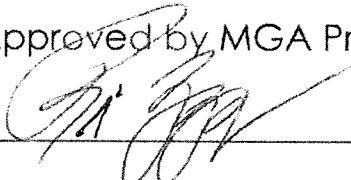
ARTICLE XIII
NOMINATING COMMITTEE

The President shall chair the Nominating Committee that shall consist of a minimum of three members.

The Nominating Committee shall assemble a list of nominees who have expressed their interests to serve as an Officer on the MGA Board.

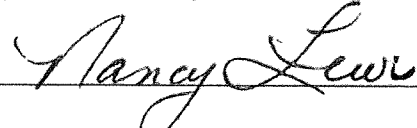
The Nominating Committee shall mail/email the proposed slate to the members thirty (30) days prior to the Annual Meeting and create the ballots for voting ten (10) days prior to the Annual Meeting.

Approved by MGA President



Date: 10/24/2021

Approved by HR HOA Board



Date: 9/17/21

MGA Membership Approved Date 7/16/2021

Amended 7/16/2021

MGA Membership Approved Date 1/21/2009

Amended 1/21/1009

MGA Membership Approved date 1/31/2011

Amended 1/31/2011

MGA Membership Approved date 1/14/2013

Amended 1/14/2013

**HERITAGE RANCH COUPLES GOLF ASSOCIATION
BYLAWS AND REGULATIONS
October 2021**

**ARTICLE I
NAME**

The name of the association is the Heritage Ranch Couples Golf Association (HRCGA).

**ARTICLE II
PURPOSE**

The purpose of the HRCGA is to develop, organize and administer a golf program that embodies and nurtures the traditions, sportsmanship and spirit of the game of golf as well as providing social golf events for couples to enjoy.

These values will be achieved through spirited and quality competition, in accordance with the United States Golf Association (USGA) rules of golf, while primarily providing maximum enjoyment and friendship.

**ARTICLE III
MEMBERSHIP**

Membership shall be open to any couple (a "Couple" as defined by Texas State Law) and/or individual. Individuals shall declare a playing partner when joining. The member shall be a Heritage Ranch resident and/or annual pass holder at Heritage Ranch, Fairview, TX, who pays their annual membership dues to the HRCGA. Members agree to abide by the rules of USGA. Non-resident pass holders shall not have voting rights.

Memberships shall be for 12 calendar months with all memberships expiring on the last day of February.

**ARTICLE IV
GUESTS**

Guests of members may play in the weekly HRCGA Tuesday play days that don't involve monetary competition up to a maximum of two per member or couple. All other events and activities require HRCGA membership.

**ARTICLE V
DUES**

Dues must be paid before you can participate in an event each year. The dues may be changed at the annual meeting or at a special meeting called specifically to address dues. Membership dues shall not be prorated.

Only resident members with dues paid in good standing are eligible to vote or to be considered for office.

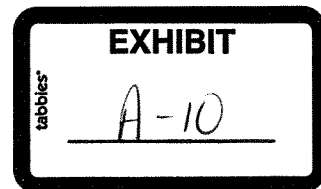
**ARTICLE VI
OFFICERS/BOARD OF DIRECTORS**

Members of the Executive Board shall be the President, Vice President, Secretary, Treasurer and the Past President. They will exercise all powers of management of the HRCGA. Each Officer shall serve without compensation.

Time, place and frequency of meetings of the Executive Board shall be determined by the Board.

**ARTICLE VII
ELECTION OF OFFICERS**

The election of officers shall take place during the annual membership meeting in January of each year. Elected officers will take office effective February 1st following the election and continuing through January 31st of the following year.



Officers shall be elected for a one-year term by majority vote of the membership eligible to vote. Officers may serve a maximum of two consecutive terms unless the officer is unopposed and willing to accept the office.

Couples who are playing as partners for HRCGA (married or unmarried) cannot both serve on the Executive Board at the same time.

ARTICLE VIII DUTIES OF OFFICERS

The Officers shall attend and participate at HRCGA meetings.

President

The President shall preside at all meetings of the HRCGA, shall call all special meetings and direct all activities of the HRCGA. The President shall also work in concert with the Heritage Ranch Management, the Head Golf Professional and General Manager to insure cooperative understanding of all HRCGA events at Heritage Ranch. The President shall, with Board approval, appoint committee chairpersons and serve ex officio on all committees.

The President or the President's designee shall represent the CGA on any golf advisory committees.

Vice President

The Vice President shall act on behalf of the President during any absence and perform the duties of the President. The Vice President shall serve the unexpired term of the President should the President leave office. The Vice President shall be responsible for chairing the nominating committee.

Secretary

The Secretary shall record and maintain the minutes of each meeting. Membership Meeting minutes will be communicated to the membership. The Secretary shall write all letters, invitations and thank you notes as deemed appropriate.

Treasurer

The Treasurer shall receive all moneys of the HRCGA and deposit such sums in a non-interest bearing account of a cognized bank. All financial obligations shall be approved and authorized by the Board before payment. Either the President or the Treasurer will sign checks drawn on funds of the HRCGA. The Treasurer shall keep an itemized account of all financial transactions and render a report of receipts and disbursements at each meeting. The Treasurer shall insure that new members have been properly billed. The Treasurer shall maintain a roster of active members, e-mails, and their standing.

Past President

Immediate Past President shall perform duties as directed by the President and shall be a voting member of the Executive Board.

ARTICLE IX REMOVAL OF OFFICERS

Any Officer may be removed from the Board for failure to attend three(3) consecutive scheduled meetings of the Board, which have been duly noticed in accordance with notifications of scheduled meetings.

A vacancy in any position shall be filled by the HRCGA Board. The appointment shall last for the balance of the vacant term.

ARTICLE X COMMITTEES

The Executive Board shall authorize and define the powers and duties of Committees. Openings for Chairs and members of said Committees shall be posted in order that volunteers can be accepted annually and approved by the Executive Board. Each committee shall obtain Board approval for all major Committee events.

Each Committee shall consist of a chairperson who will serve for no less than one year.

The Committees shall work closely with the Head Golf Professional and General Manager in a positive, mutually beneficial relationship.

These Committees may consist of:

Tournament Committee

The Committee shall be responsible for recommending tournament dates, formats, and other matters related to couple's golfing events. The Committee shall be responsible for the Nine & Dine, its tee times, pairings, and formats while working closely with a volunteer Host/Hostess of the afterwards social or on occasions may plan the social at Heritage Ranch club house.

Communications Committee

The Committee shall be responsible for publications and notifications to the HRCGA membership and to new residents of HR to inform them of the HRCGA.

ARTICLE XI

GENERAL RULES

All tournaments shall be played by USGA rules. The maximum handicap for a Member of the HRCGA will be 36. The tournament committee will publish any exceptions.

HRCGA members who have not established a GHIN can participate in 18 hole tournaments but will not be eligible for prize money and will not pay an entry fee.

If a shotgun event is unable to finish the full stipulated round, the event will be cancelled and the entry fee will be refunded.

Additional event fees may be charged for tournaments or other activities as deemed appropriate by the Committees with Executive Board approval.

To be eligible for prize money Couples must enter all tournaments with their declared playing partner. Any changes shall be at the discretion of the CGA Board.

ARTICLE XII

AMENDMENT TO BYLAWS

These Bylaws may be altered, amended ,or repealed by 2/3 majority vote of the ballots cast 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 purpose of the Association so as to decrease its rights and powers or to deprive any Member of rights and privileges then existing, or so to amend the Bylaws to deviate from the original intents and purposes of the Association. Notice of any amendment to be made at a special meeting of the Members must be distributed to the membership at least ten (10) days before such meeting and must set forth the amendments to be considered.

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

ARTICLE XIII

NOMINATING COMMITTEE

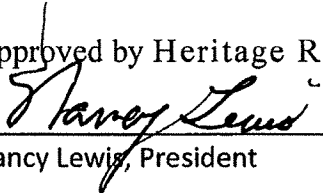
The Vice President shall chair the Nominating Committee which shall consist of as many HRCGA members as deemed necessary.

The Nominating Committee shall assemble a list of nominees who have expressed their Interests to serve as an Executive Officer on the HRCGA Board.

The Nominating Committee shall mail/email the proposed slate to the members thirty (30) days prior to the Annual Meeting and create the ballots for voting ten (10) days prior to the Annual Meeting.

Amended and Approved by HRCGA membership on _____

Approved by Heritage Ranch Homeowners Association Board



Nancy Lewis, President

11/19/2021
Date

The Board of Directors of The Homeowners Association of Heritage Ranch voted unanimously to change the Heritage Ranch Rules and Regulations listed below as follows:

Rules and Regulations

Article VI Clubhouse and Grounds Rules and Regulations Section 6.9 Dress Code, Subsection (a) (page 10, as amended by the Board November 2, 2015). Remove Section 6.9 (a) entirely and replace as follows:

(a) **Golf** - Proper attire is required for all players on the course and practice area. Shirts must be worn at all times on the course and within the social area of the Club. Soft spike golf or soft soled shoes must be worn on the course at all times. Men’s and boy’s shirts must have collars or mock neck. Shorts must be of Bermuda-length or a style specifically designed for golf. Ladies’ and girl’s sleeveless tops must have a traditional or sports neck collar. A collar is optional on tops with sleeves. All the following types of clothing are prohibited on the golf course: denim pants or shorts, short shorts, cutoffs, running shorts, t-shirts, and t-shirt tank tops. **Club Management reserves the right to refuse Golf privileges to anyone it determines to be in violation of the dress code.**

Rules and Regulations

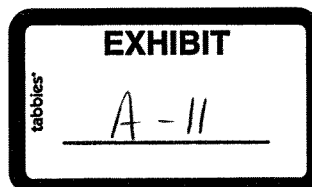
Article VI Clubhouse and Grounds Rules and Regulations Section 6.9 Dress Code, Subsection (b) (page 10, as amended by the Board November 2, 2015). Remove Section 6.9 (b) entirely and replace as follows:

(b) **Sports Courts** – Members and accompanied guests must wear appropriate attire in styles specifically designed for tennis or pickleball at all times while using the sports courts. Only shoes (sneakers) specifically designed for tennis are allowed on the sports courts; no black-sole shoes of any type. Items not specifically associated with tennis or pickleball, such as but not limited to, bikes, scooters, etc. are not allowed on the court.

Rules and Regulations

Article VII Golf, Section 7 General, subsection (f) (page 13). Remove Section 7(f) entirely and replace as follows:

(f) **Golf** – Proper attire is required for all players on the course and practice area. Shirts must be worn at all times on the course and within the social area of the Club. Soft spike Golf or soft soled shoes must be worn on the course at all times. Men’s and boy’s shirts must have collars or mock neck. Shorts must be of Bermuda-length or a style specifically designed for golf. Ladies’ and girl’s sleeveless tops must have a traditional or sports neck collar. A collar is optional on tops with sleeves. All the following types of clothing are prohibited on the golf course: denim pants or shorts, short shorts, cutoffs, running shorts, t-shirts, and t-shirt tank tops. **Club Management reserves the right to refuse Golf privileges to anyone it determines to be in violation of the dress code.**

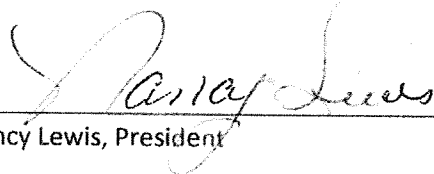


Rules and Regulations, Appendix III

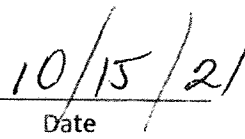
Annual Golf Pass/Trail Pass & Heritage Ranch Golf and Country Club Rules - Section 5 Equipment and Attire, subsection (B) and subsection (C) (Page 27). Remove subsection 5 (B) and 5 (C) entirely and replace as follows:

(B) Proper attire is required for all players on the course and practice area. Shirts must be worn at all times on the course and within the social area of the Club. Soft spike Golf or soft soled shoes must be worn on the course at all times. Men's and boy's shirts must have collars or mock neck. Shorts must be of Bermuda-length or a style specifically designed for golf. Ladies' and girl's sleeveless tops must have a traditional or sports neck collar. A collar is optional on tops with sleeves. All the following types of clothing are prohibited on the golf course: denim pants or shorts, short shorts, cutoffs, running shorts, t-shirts, and t-shirt tank tops. **Club Management reserves the right to refuse Golf privileges to anyone it determines to be in violation of the dress code.**

Approved by The Homeowners Association of Heritage Ranch, Inc. Board of Directors October 15, 2021.



Nancy Lewis, President



Date

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

Instrument Number: 2022000083379

eRecording - Real Property

NOTICE

Recorded On: May 25, 2022 02:56 PM

Number of Pages: 39

" Examined and Charged as Follows: "

Total Recording: \$174.00

******* 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: 2022000083379

Receipt Number: 20220525000696

Recorded Date/Time: May 25, 2022 02:56 PM

User: Christina G

Station: Station 9

Record and Return To:

Simplifile



**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