

**Harbor at Harrods Creek HOA
Collection Policy for Delinquent Accounts
Resolution of the Board of Directors**

ATTACHMENT B

The Board of Directors of the Harbor at Harrods Creek HOA is charged with the responsibility of collecting assessments for common expenses from homeowners and, from time to time, homeowners become delinquent in their payments of these assessments and fail to respond to the demands from the Board to bring their accounts current.

Therefore, the Board deems it to be in full compliance with the Master Deed and in the best interest of the Association to adopt a uniform and systematic procedure for dealing with delinquent accounts in a timely manner, which will minimize the Association's loss of assessment revenue.

Now, therefore, be it resolved that the Harbor at Harrods Creek Board of Directors, on February 20, 2018, has adopted the following policy in the collection of delinquent accounts to be effective immediately after distribution of said policy to all HOA homeowners:

1. Monthly assessment fees are due on the 1st of every month.
2. After a ten day grace period late fees will be applied.
3. A demand letter with notice of intent to file lien will be sent to owners who are 75 days past due.
4. Acceleration of 12 months of assessments will be applied to accounts 90 days past due.
5. A lien will be recorded against any owner who is more than 4 months behind on dues.
6. A lien foreclosure process will be started against any owner who is more than 4 months behind on dues.
7. If an owner is 30 days delinquent a second time within a 12 month period, the demand letter with notice of intent to file lien and the acceleration of 12 months of assessments will be applied against the owner at 31 days delinquent.

The overall policy of the Board is to work with homeowners before delinquent accounts progress to the lien stage. Homeowners who are delinquent on dues are encouraged to contact the Board and work out a payment plan in advance of lien notification because once the lien has been turned over and the lien acceleration process begins the Board cannot accept payment plans.