



LT1-1-2010045388-1

WINDSOR HILLS HOMEOWNERS' ASSOCIATION, INC.

**POLICY RESOLUTION
FOR
COLLECTION OF
DELINQUENT ASSESSMENTS**

WHEREAS, Article IV, Section 6 establishes the effect of nonpayment of assessments and remedies for such; and

WHEREAS, the Board feels the need to adopt a collection policy to establish orderly procedures for the collection of assessments which remain unpaid past their due dates;

BE IT RESOLVED that the following procedures would be taken in the collection of delinquent assessments:

1. The monthly assessment shall be due and payable on the first day of each month.
2. Any assessments, which are not paid by the 15th of each month, shall be delinquent.
3. Delinquent assessments shall be assessed a penalty of \$25.00 per month.
4. Upon an Owner being 30 days delinquent, a notice of delinquency shall be mailed notifying of the delinquency.
5. If the assessment becomes 60 days delinquent, a second notice of delinquency shall be mailed and shall include a demand for payment of the full amount owing (i.e. the assessment plus late fees accrued as of that date) within thirty (30) days. The letter shall be mailed certified and regular mail and shall state that fees for legal services, including writing a demand letter will appear on the next billing. The second notice of delinquency shall comply with Section §209 of the Texas Property Code including advising that the owner has the right to a hearing before the Board of Directors to discuss the matter and verify facts regarding the delinquency prior to the file being transferred to the Association's attorney.
6. If timely response to the demand for payment is not received (within 30 days), the Association's attorney will issue a notice of delinquency and a legal demand letter for payment of the full amount owing including the assessment, late fees and interest accrued as of that date, and legal fees incurred on that account as of that date. The letter will also state that all future legal fees incurred will be added to the account.
7. If payment of the delinquent account does not result from the attorney's demand letter, the Board will then review the account with the Managing Agent and shall elect a remedy of law that may include, but not be limited to foreclosure of the Lot.



LT2-3

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This Resolution was adopted on 20 day of May, 2010 by the Windsor Hills HOA Board of Directors.

Signed: [Signature]
President, WHHOA Board of Directors

Attest: [Signature]
Secretary

STATE OF TEXAS §
 §
COUNTY OF MONTGOMERY §

This instrument was acknowledged before me on 20 day of May, 2010 by DAVID HUNTER, President, Board of Directors, Windsor Hills HOA.

[Signature]
Notary Public, State of Texas
RITA ARNOLD
Printed Name



SEAL

My Commission Expires: 6-1-2013

Return To:
Fowler Law Firm
300 West Davis, Ste 510
Conroe TX 77301

FILED FOR RECORD

05/27/2010 3:19PM

Mark Jumball

COUNTY CLERK
MONTGOMERY COUNTY, TEXAS

STATE OF TEXAS

COUNTY OF MONTGOMERY

I hereby certify this instrument was filed in file number
sequence on the date and at the time stamped herein
by me and was duly RECORDED in the Official Public
Records of Montgomery County, Texas.

05/27/2010



Mark Jumball

County Clerk
Montgomery County, Texas