

**JACKSON SCHOOL
HOMEOWNERS ASSOCIATION**

UNIFORM ASSESSMENT & ENFORCEMENT POLICY

CC&R Article IX; Article X

Introduction

The Jackson School Homeowners Association is authorized by the CC&Rs to collect assessments (“Dues”) from each homeowner. These Dues are set by the Board and collected uniformly. In the event that a homeowner becomes delinquent, it becomes necessary for the Association to enforce the collection of these Dues. The following uniform set of rules will be unemotionally applied.

Dues: \$55.00 per month payable by the first of each month. Dues may be paid in advance.

The Steps of Delinquency and Collections

30 days past due:

The account is considered past due. A statement is sent and a \$9.00 late fee is charged. A late fee is applied to each assessment not paid within 30 days of its due date.

60 days past due:

A second statement is sent. An additional late fee of \$9.00 is charged. A homeowner’s use of the common areas and amenities can be suspended at this time.

90 days past due:

A third statement is sent. An additional late fee of \$9.00 is charged. This notice will request the full and immediate payment as well as provide notice that a lien will be pursued on the property. It will also state that no partial payments will be accepted.

120 days past due:

The account is considered delinquent. At this point the account is turned over for collections, including filing of a lien. The amount of the lien would include Dues, late charges, any fines assessed and expenses incurred by the Association in collecting unpaid assessments (e.g. lien fees and attorney’s fees). Lien fees will reflect the Association’s actual costs. The full amount due, including Dues, late fees, any fines assessed and expenses incurred by the Association in collecting unpaid assessments, are required to be paid to release the lien. The attorney will begin collection proceedings at this time as well. Interest will begin accruing at a rate of 10% per annum from the date the lien is filed on any past due balances. The Association manager will implement this

policy and work with the Association attorney at appropriate times. The manager is authorized to sign lien requests prepared by the Association's attorney on the Board's behalf and is the litigation consultant for the Board.

150 days past due:

The Attorney proceeds with collections, which may include filing suit on behalf of JSHOA against the offending homeowner and foreclosing the lien. All additional costs associated with prosecuting the matter are charged to the homeowner.

Payments

Payments received will be applied to outstanding balances in the following order 1) attorney's fees, 2) other expenses incurred by the Association in collecting unpaid assessments (e.g. lien fees), 3) Dues from oldest to most recent, 4) late fees and then 5) fines.

Any and all payments that are made on an account that has a judgment, that does not bring the account current as of the date of the payment, will be applied first to the unsecured debt unless otherwise designated by the resident. Partial payments are intended to pay the most current amount owed while leaving the secured debt through the judgment intact.

Transfer Fees

A property transfer fee is to be paid on the sale of each lot within Jackson School HOA by the buyer of the home in the amount of \$100.00. This fee will be assessed through the title company on the transfer of title.

A transfer fee for lots that are rented out by the owner will be assessed to the owner for each tenant change in the amount of \$75.00.

Attorney Fees

The Association shall be entitled to reasonable attorney's fees, costs, and expenses incurred in the enforcement of the governing documents and policies as determined by the courts.

See letter from Nachtigal and Associates to JSHOA Board of Directors dated January 14, 1994, Amended January 2010, November 2013, May 2014, July 2014
Prior Dues Policy folded into this policy November 2013 (October 1985, January 1994, May 1994, January 1997, April 1997, February 1998, January 2000, June 2005, July 2006, November 2007, Reviewed November 2008, November 2009)