

**ASSESSMENT COLLECTION POLICY RESOLUTION**  
**Adopted this 14th Day of May, 2024 and Ratified on August 13, 2024**

The following Assessment Collection Policy Resolution has been adopted by **Strawberry Hill Village and Racquet Club Improvement Association** ("Association"):

**RECITALS**

**WHEREAS**, pursuant to the Declaration of Covenants, Conditions and Restrictions for **Strawberry Hill Village and Racquet Club Improvement Association**, recorded on February 2, 2015 at Book 164, page 48 in the Official Records of Maricopa County, each Owner of a Lot/Unit in the Association covenants and agrees to pay their proportionate share of the Common Expenses ("Assessments") to the Association;

**WHEREAS**, pursuant to Section 11 of the Declaration, the Board of Directors of the Association ("Board") has the right to determine when payment of the Assessments is due; and

**WHEREAS**, the Board desires to adopt a uniform and systematic procedure to collect assessments and other charges due and payable to the Association;

**NOW, THEREFORE**, be it resolved that the Association hereby adopts the following procedures for the collection of assessments and other charges due and payable to the Association:

1. **Due Date:** Assessments shall be due and payable in twelve (12) equal monthly installments, each due on the 1st day of each month.
2. **Statement of Account:** The Association shall provide each Owner a statement of account with the same frequency as assessments are due in Paragraph 1, above. The statement of account will include the current account balance due and the immediately preceding ledger history.
3. **Late Charges Imposed on Delinquent Assessments:** Pursuant to A.R.S. § 33- 1803(A), a late charge of 10% shall be applied to an unpaid Assessment, or the installment of an Assessment, if not received by fifteen (15) days after the due date. It is understood that the Declaration also provides for in Section 11, that any Assessment, or the installment of an Assessment not paid within fifteen (15) days after the date shall bear interest from that date at the rate of twelve percent (8%) per annum. This Policy waives this additional interest penalty for all homeowners.
4. **Return Check Charges:** A thirty-five-dollar (\$35.00) fee shall be assessed against an Owner in the event any check or other instrument paid by the Owner is not honored by the bank or is returned by the bank for any reason whatsoever, including but not limited to, insufficient funds. If two or more of an Owner's checks

are returned unpaid by the bank within any fiscal year, the Association may require that all of the Owner's future payments be made by certified check or money order.

**5. Costs and Fees on Delinquent Accounts:** Pursuant to the Declaration, the Owner shall be personally liable for any delinquent Assessment together with interest, lien fees, reasonable attorneys' fees and any other sums due to the Association in any manner allowed by law.

**6. Collection Notification:**

- a. **30 Days Delinquent:** An Owner whose Assessment, or any installment of an Assessment, remains unpaid thirty (30) days after the due date of the Assessment, or any installment of an Assessment, will be issued a late payment notice requesting immediate payment of all amounts due.
- b. **60 Days Delinquent:** An Owner whose Assessment, or any installment of an Assessment, remains unpaid after sixty (60) days will be issued a second late payment notice, reiterating the demand for immediate payment of all amounts due.
- c. **90 Days Delinquent:** An Owner whose Assessment, or any installment of an Assessment, remains unpaid after ninety (90) days will be issued, by both first class and certified mail, return receipt requested, a final late payment notice, which will contain the following statement:

**YOUR ACCOUNT IS DELINQUENT. IF YOU DO NOT BRING YOUR ACCOUNT CURRENT OR MAKE ARRANGEMENTS THAT ARE APPROVED BY THE ASSOCIATION TO BRING YOUR ACCOUNT CURRENT WITHIN THIRTY DAYS AFTER THE DATE OF THIS NOTICE, YOUR ACCOUNT WILL BE TURNED OVER FOR FURTHER COLLECTION PROCEEDINGS. SUCH COLLECTION PROCEEDINGS COULD INCLUDE BRINGING A FORECLOSURE ACTION AGAINST YOUR PROPERTY.**

The Association reserves the right, in its sole discretion, to accelerate the foregoing notice procedures at any time; provided, the Association will always issue a notice consistent with Subsection (c) above prior to referring an Owner's account to an attorney for further collection action.

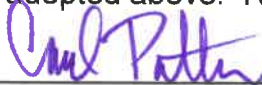
**7. Use of Certified Mail/Regular Mail:** In the event the Association shall cause a collection or demand letter or notices to be sent to a delinquent Owner by regular mail, the Association may also cause, but shall not be required unless stated otherwise in this Policy, to send an additional copy of that letter or notice by certified mail.

8. **Suspension of Voting Rights:** Pursuant to Article VI, Section 4 of the CC&Rs, in the event any Owner shall be in arrears in the payment of Association Dues or Special Assessments which have been for more than two (2) months of the preceding calendar quarter, said owner's right to vote as a member of the Association shall be suspended and shall remain suspended until all payments are brought current.


9. **Liens:** The Association may, but is not required to, record a Notice of Lien against the property of any delinquent Owner. A lien may be placed on the property in the event any amount due exceeds \$1,200 or whatever amount specified by state statute.

10. **Delegation of Authority:** The Board authorizes its managing agent to implement and execute all of the terms of this Assessment Collection Policy. Management may process delinquent accounts through the steps in this enforcement policy and may forward accounts to legal counsel after sending the notice in 7(c) above. Additionally, management may only waive interest, late fees, and fines in order to negotiate resolution of delinquent accounts and may also enter into payment arrangements with delinquent owners upon approval of the Board in all circumstances.

Approved by the Board of Directors on 14<sup>th</sup> day of May, 2024 and effective as of the date adopted above. Ratified by the Board of Directors on August 13, 2024.

By:   
Board President

8/13/2024  
Date

  
Board Secretary

08/13/2024  
Date