

RESOLUTION ON DELINQUENT ASSESSMENT COLLECTION PROCEDURE

Policy Resolution 001-2025 of Bridge Valley Homeowners Association located in Clarkston, Michigan, which is the nonprofit corporation established to administer the Bridge Valley Subdivisions Nos. 1 through 7. A resolution pertaining to the procedure for the collection of delinquent assessments.

WHEREAS; the Association, through its duly elected Board of Directors, has a responsibility for collection of owner assessments.

WHEREAS; the Declarations and Bylaws provide for the collection of assessments in accordance with the procedure below.

WHEREAS; the following collection procedure is hereby confirmed.

1. The assessment for each Lot is an annual charge. The payment of an assessment shall be in default if such assessment or any part thereof, is not paid to the Association in full on or before the due date for such payment. These installments are **due on the first** of June of each year, and are considered delinquent and in default if not paid by July 1 of each year.
2. Delinquent assessments will cause a late charge in the amount of \$25.00 to cover the administrative fees incurred by the Association, or any other such amounts as may be determined by the Board of Directors, to be automatically levied for each month the delinquent assessment is not fully paid.
3. **FIRST MONTH:** Notice of the delinquency, the late charge levied, and any other costs charged to the owner's account shall be sent to the owner by the Association, or its designated agent by the 25th day of the month the delinquency occurs.
4. **SECOND MONTH:** If full payment of the delinquent assessment(s), late charges(s) and any costs is not received by the 10th of the second month, unless other satisfactory arrangements have been made with the Board of Directors; and/or its designated agent, the matter may be turned over to the Association's attorney for handling, and a letter will be sent to the delinquent owner advising that failure to pay the delinquency in full will result in the Association pursuing further collection action.
5. **THIRD MONTH:** If full payment of the delinquent assessment(s), late charge(s) and any costs is not received in accordance with the letter sent by the Association's attorney, unless other satisfactory arrangements have been made with the Board of Directors, and/or its designated agent, a lien may be filed and notice of same will be sent to the delinquent owner.
6. **FOURTH MONTH:** If the delinquency or any part thereof continues past the 10th day of the fourth month, the Association may institute a lawsuit for the foreclosure of the lien and/or money damages for unpaid assessments and/or any other claims that the Association, through its legal counsel, may deem appropriate.
7. The expenses incurred in collecting the delinquency, including without limitation, late charges, interest, costs of collection and enforcement, including actual attorney's fees (not limited to the statutory fees) and advances for taxes or other liens paid by the Association to protect its lien, shall be chargeable to the owner in default and shall be secured by the lien on the owner's Lot.
8. Failure to meet any of the time periods set forth herein shall not be deemed a waiver of the right of the Association to enforce or pursue its Delinquency Procedure.

THEREFORE, be it declared that this resolution was approved by Association on April 2, 2025 and effective immediately.

Witness: DocuSigned by:
Sally Hendrix
Secretary of the Association
A3873709EBC041D...

Signed: Signed by:
[Signature]
President of the Association
DF2E67DD09AF434...