**POST OAK FOREST HOMEWOMERS ASSOCIATION**

Assessment Collection Policy

**WHEREAS,** the Homeowners’ Association of Post Oak Forest, Inc. is charged with administering and enforcing those certain by-laws and covenants contained in the recorded Policy Handbook filed for record on 24 April, 2009 document number 01026709 Brazos County, Texas. Article IV sections 1 – 10 of the Declaration of Covenants, Conditions and Restrictions calls for a Covenant for Maintenance Assessments.

**WHEREAS**, chapter 209 of the Texas Property Code was amended effective January 1, 2012 to add Section 209.0062 thereto regarding alternative payment schedules for assessments (“Payment Plans”); and

**WHEREAS**, the Board of Directors (“Board”) of the Association desires to establish a policy for Payment Plans consistent with Section 209.0062 and to provide clear and definitive guidance to property owners to encourage Owners to promptly pay their assessment obligations.

**WHEREAS**, pursuant to the Declaration of Covenants, Conditions and Restrictions the Board has the right to enforce the provisions of the Covenants, without limitation, the right to assess and collect annual and special assessments from the Owners.

**NOW, THEREFORE, IT IS RESOLVED** that the following procedures and practices are established for the collection of assessments owing and to become owing by Owners in Post Oak Forest, known as the “Assessment Collection Policy” for the Association in the discharge of its responsibilities regarding collection of assessments.

1. Policy Objectives. The collection of assessments and application of payments made by Owners pursuant to the Declaration and the Assessment collection Policy will be governed by the following objectives:
2. The Association will pursue collection of all assessments, including regular assessments, special assessments and individual assessments for a given fiscal year such that should the recovery of amounts owing by a particular Owner require commencement of legal proceedings, those proceedings will be initiated prior to the end of the fiscal year for which the unpaid mount are due.
3. At each step within the collection process, the Board will analyze the facts and circumstances then known concerning a given delinquency to direct collection efforts toward the most expedient course of action.