



Charleston Hunt Club South Carolina

**A RESOLUTION OF THE BOARD OF DIRECTORS
ESTABLISHING PROCEDURES
FOR THE COLLECTION OF DELINQUENT ASSESSMENTS**

WHEREAS, Article VIII of the Declaration of Covenants, Conditions, and Restrictions for Hunt Club Residential Zone establishes a personal obligation by each Owner for, and the Association's lien against each Unit to secure payment of, assessments and other charges levied by the Association; and, furthermore, grants the Board of Directors the authority to establish the due dates and the manner in which assessments shall be paid; and

WHEREAS, Article III of the By-Laws of Hunt Club Community Association, Inc. gives the Board of Directors all powers and duties necessary to administer the affairs of the Association; and

WHEREAS, it is the intent of the Board of Directors to exercise its duties for the financial well-being of the Association by establishing standardized procedures for billing and payment of assessments as well as collection of delinquent assessments;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors has adopted, and by these presents does hereby adopt, the following procedures:

COLLECTION POLICY

1. **ASSESSMENT BILLING CYCLES.**
 - a) **General Assessments.** General assessments shall be billed prospectively. The Board or Manager shall send a copy of the budget and notice of the amount of the general assessment for the following year to each Owner by December 1 each year.
 - b) **Neighborhood Assessments, Special Assessments, and Specific Assessments.** Neighborhood assessments, special assessments, and specific assessments shall be billed on an as-needed basis in accordance with the governing documents.

2. **DUE DATES.** All assessments shall be due and payable in such manner and at such time as the Board of Directors may establish, with the following exceptions:
 - a) **General Assessments.** General assessments shall be due and payable January 1 each year.
 - b) **Delinquent Assessments.** In the event an Owner is delinquent in paying any assessment(s), the Board of Directors may require the outstanding balance on all assessments be paid in full immediately. Furthermore, the Board may impose special requirements for Owners with a history of delinquent payment.

3. **PAYMENTS.** Payments are applied to the oldest invoice. However, the Association and the Owner may enter into a written agreement for payments to be applied in a different manner.
 - a) **Payment Address.** The mailing address for payment of assessments is: Hunt Club HOA Inc, c/o Spectrum Properties Inc, PO Box 531193, Atlanta, GA 30353-1193.
 - b) **Account Number.** The Owner account number must be indicated on any payment received. Failure to indicate an account number may result in refusal of the payment. In such cases, the

Owner is responsible for any interest charge(s) and other fees resulting from such payment processing delays.

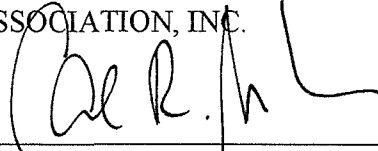
- c) **Online payment.** Credit and debit card payments are accepted online at www.smartstreet.org and are subject to processing and/or transaction fees as may be imposed by the bank.
 - d) **Receipts.** Any Owner may request a receipt from the Association which shall indicate the date and amount of payment. Any request for a receipt of payment must be submitted directly to the Association's Manager (Spectrum Properties, Inc) separately from any actual payment.
4. **DELINQUENCY.** Any assessment not paid within 30 days following its due date shall be deemed delinquent and shall be subject to the following:
- a) **Interest.** Interest charges shall be levied against any Owner account with delinquent assessment(s) on the sum owing and at the rate of eighteen percent (18.00%) per annum, compounded monthly, until paid in full. Interest shall be levied independently of, and in addition to, any assessment or other charge(s).
 - b) **Late Notice.** Within 30 days of that time at which an assessment becomes delinquent, the Board or Manager shall send written notice via USPS First Class Mail to that related Owner stating the past due amount and requiring immediate payment of that amount in full.
 - c) **Suspension of Certain Member Rights.** In the event that an Owner is delinquent in the payment of any assessment, including those assessments levied by a Neighborhood Association, the Board may suspend that Owner's right to vote in the Association and that Owner's right to use any common property or facilities.
 - d) **Attorney.** Once an assessment is unpaid for more than 90 days following its due date, that Owner account shall be turned over to the Association's attorney to initiate formal collection action. Before an account is turned over to the attorney, the Board shall, in an open meeting, approve the decision by a majority vote of Board members. Formal collection action may include exercising any and all rights and powers available to the Association under the Declaration and South Carolina law, including but not limited to the filing of a Notice of Lien, initiating a foreclosure of the Association's lien, and pursuing a judgment against that Owner personally for the full amount owing.
5. **MISCELLANEOUS.**
- a) **Delinquency Report.** The Treasurer shall prepare, and the Board of Directors shall review, at least quarterly, a Delinquency Report showing the status of all Owner accounts with delinquent assessments.
 - b) **Costs of Collection.** Any costs, including attorneys' fees, recording costs, title reports and/or court costs incurred by the Association in the collection of delinquent assessments shall be added to the amount owed by the delinquent Owner.
 - c) **Conflicts.** To the extent that this Assessment Collection Policy may conflict with the Declaration or South Carolina law, the South Carolina law and Declaration, respectively, shall control.
 - d) **Authority to Vary from Policy.** In handling any particular delinquent assessment(s), the Board of Directors retains the authority to vary from this Assessment Collection Policy as may be appropriate given the particular facts and circumstances involved, so long as the related action is in compliance with the Declaration and South Carolina law.

ADOPTED by the Board of Directors this 19th day of November, 2014.

HUNT CLUB COMMUNITY ASSOCIATION, INC.

I certify that the foregoing A Resolution of the Board of Directors Establishing Procedures for the Collection of Delinquent Assessments constitutes the original A Resolution of the Board of Directors Establishing Procedures for the Collection of Delinquent Assessments of Hunt Club Community Association, Inc., as duly adopted at a meeting of the Board of Directors, held on the 19th day of November, 2014 and have executed the A Resolution of the Board of Directors Establishing Procedures for the Collection of Delinquent Assessments this 28 day of December, 2018.

HUNT CLUB RESIDENTIAL ZONE and
HUNT CLUB COMMUNITY
ASSOCIATION, INC.



By: Calvin R. Nester

Its: President

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