

**RESOLUTION OF
THE TOWNHOMES AT HERITAGE CENTER COMMUNITY ASSOCIATION
ESTABLISHING ASSESSMENT COLLECTION PROCEDURES**

WHEREAS, Townhomes at Heritage Center Community Association ("Townhomes at Heritage Center") is formed pursuant to a Declaration of Planned Community, (Declaration), and Bylaws adopted pursuant thereto, to administer maintain, repair and replace certain common elements and units in a development situated in the Township of Buckingham, County of Bucks, Pennsylvania, known as "Townhomes at Heritage Center". The Declaration was recorded in the Office of the Recorder of Deeds of Bucks County in Deed Book 5174 at page 1748 et seq.

WHEREAS, Townhomes at Heritage Center is a planned community as defined at Section 5103 of the Pennsylvania Uniform Planned Community Act, Act 180 of 1996 (68 Purdon's, Section 5103) (the "Act").

WHEREAS, Article VIII of the Declaration creates the obligation in each Unit Owner to pay assessments, and governs the manner in which such assessments are adopted and collected.

WHEREAS, Pursuant to Section 5302(a) of the Act, the Association is vested with the power to:...

(2) Adopt and amend budgets for revenues, expenditures and reserves and collect assessments for common expenses from unit owners...

(11) Impose changes for late payment of assessments and, after notice and an opportunity to be heard, levy reasonable fees for violations of the Declaration, Bylaws and Rules and Regulations of the Association.

WHEREAS, Article III, Bylaws empowers the Executive Board to adopt and amend Rules and Regulations governing the administration, management and operation of the Association.

WHEREAS, the Executive Board wishes to clearly define the procedures it will utilize to collect delinquent assessments.

NOW ON THIS 12TH DAY OF MAY, 2014, BE IT HEREBY RESOLVED by the Executive Board as follows:

1. The annual assessment for Common Expenses shall be divided into twelve (12) equal monthly assessments.
2. Each monthly assessment is due by the first day of the appropriate month.
3. Any outstanding balance not received by the 15th of the month shall be termed delinquent.
4. On the 16th day of each month, an automatic recurring late fee of \$20.00 will be assessed to every account with a past due balance in excess of one month's assessment.

5. The first time a delinquent balance exceeds one month's assessments, a letter shall be sent to the Unit Owner from the Association. Included in the mailing will be :
 - a. A list of unpaid charges.
 - b. Information on who the Unit Owner may contact to obtain further information and have questions answered.
 - c. Notice pursuant to the Fair Debt Collection Practices Act.
6. The Executive Board may accelerate all monthly installments of Assessments for the following twelve (12) months.
7. Any account with a delinquent balance of two months' assessments or more will be turned over to legal for collection.
8. All related charges for collection of any delinquent account shall be the responsibility of the Unit Owner. Included in this are: court costs and attorney's fees, late fees, interest, as well as all other assessments which may become due. All related bank charges for returned checks will likewise be assessed.
9. Legal action on a delinquent account may result in any of the following steps as is required to collect amounts due:
 - a. Filing of suit;
 - b. Entry of judgment;
 - c. Execution sale of personal property and/or garnishment;
 - d. Foreclosure and sale of the unit.
10. The Executive Board may exercise any and all of its rights as permitted by law and its decision is final. In addition to the foregoing, in the event of a delinquency, the Executive Board may revoke the Unit Owner's rights in the Association, including the right to vote or to use Association amenities (clubhouse, pool, etc.)
11. This Collection Procedure may be amended from time to time as the Executive Board deems necessary and appropriate.
12. This Resolution shall be distributed upon adoption and shall be effective on May 12, 2014.

ATTEST:

Signatures on File

May 12, 2014

Michael Stahl, President

Date

Signatures on File

May 12, 2014

Pamela Kouh, Secretary

Date