

**Tanyard Springs HOA  
Board Decision Request**

**Suggested Motion:**

“I move authorize Community Management Corporation (CMC) to waive or deny the request for late fee removal based on the payment history of the individual resident within the perimeters as stated below.”

Motioned by: *John Nichols*

2<sup>nd</sup>: *Steve Ness*

**Summary:**

Management and the Associations Collections Attorney routinely receive requests from residents requesting a waiver in late fees that have accrued on their respective HOA accounts. Currently, only the BOD has the authority to authorize waiver of these fees and will routinely ask for the recommendation of the managing agent. The managing agent after reviewing the residents account will then make a recommendation to the BOD. This decision is then relayed back to the Associations Collection Attorney for correspondence to the resident.

**CMC Recommendations:**

Due to the routine nature of this process, Management recommends that the BOD of Tanyard Springs HOA authorize Community Management Corporation (CMC) to waive or deny the request for late fee removal based on the payment history of the individual resident with the following perimeters:

- 1) If resident has paid consistently on time with no prior late fees – Waiver is granted
- 2) If resident has had late fees in the past and at least 6 months have passed since – Waiver is granted
- 3) If resident is consistently late in paying the monthly HOA fee – Waiver is denied
- 4) If resident is at the collections attorney – Waiver will be decided by the BOD of Tanyard Springs.

**Budget Considerations:**

The FY 2012 budget estimates late fees to be collected as income for the Association. The approval or denial of individual late fees will not adversely affect the budget.

**Vote:**

	In Favor	Opposed	Abstained	Absent
Robert Jacoby	✓			
Steve Ness	✓			
John Nichols	✓			

**Meeting Date:** Decision made in lieu of a meeting.