

## Community of Christ Onset Campgrounds

POLICY: The Non-Payment of Assessments by Homeowners

POLICY CATEGORY: Board – Fiscal Operations

DATE EFFECTIVE: 11/18/2006 by vote of the Onset Board of Trustees

APPROVED: Signature on Original  
William D. Gardner / Mission Center President

Signature on Original  
Catherine Cook / Onset Board of Trustees Chair

### PURPOSE:

To have in place a workable plan that attempts to ensure that the assessments to homeowners on the grounds at Onset are paid while holding to the principles of the Community of Christ.

### **Such assessments are described as the following:**

- All town liens i.e., taxes, water, sewer, community preservation act fees and any future applicable fees enacted by the legally constituted municipality.
- All fees derived from the privilege of having a lot lease i.e., lease fees, trash removal, pest control, and any future fees as approved by action of the Onset conference.

### **Being in arrears with assessments is described as the following:**

The owing, by the homeowner(s), of all or a portion of an assessment beyond the due date as it appears on the assessment statement.

### PROCEDURE:

- 1) Upon notification by the Board's treasurer of a homeowner's non-payment of an assessment, two Board members will be selected to arrange a meeting with the homeowner(s).
- 2) The reason for the meeting will be two-fold:
  - a) to ascertain the need for any ministry or assistance that the Board may bring in order to aid the homeowner(s) in honoring their commitment as lessee(s).
  - b) to hand deliver a written notice of the total amount in arrears as well as the Board's procedural steps should the homeowner(s) account is not brought into balance.
- 3) When the total assessment in arrears reaches \$750.00 a letter will be sent via certified mail to the homeowner(s). The letter will list the total amount in arrears and the procedural steps taken by the Board to date.
- 4) When the total assessment in arrears reaches \$1500.00 a letter will be sent via certified mail to the homeowner(s).

- a) The letter will list the total amount in arrears and the procedural steps taken by the Board to date.
  - b) A meeting, with selected Board members and homeowner(s) will be arranged to explain that the homeowner(s) is in serious jeopardy of losing their lease.
- 5) When the total assessment in arrears reaches \$2500.00 a letter will be sent via certified mail to the homeowner(s). The letter will list the following:
- a) the total amount in arrears.
  - b) the procedural steps taken by the Board to date.
  - c) notification that legal action will proceed within 30 days of said letter's receipt if the homeowner's account is not brought into balance.

Date Created: 11/18/2006

Dates Reviewed: 6/22/2021 - reformatted

Dates Revised:

Date Deleted / Superseded: