



AFTER RECORDING RETURN TO:
SunEagle Bay Owners Association, Inc.
550 County Road 1977, A-1
Yantis, Texas 75497

STATE OF TEXAS §

COUNTY OF WOOD §

RESOLUTION NO. 2026-01

LATE PAYMENT FEE SCHEDULE

AND ADMINISTRATIVE FEE SCHEDULE

SUNEAGLE BAY OWNERS ASSOCIATION, INC.

BE IT KNOWN that the Board of Directors of SunEagle Bay Owners Association, Inc. (the "Association"), a Texas nonprofit property owners association, acting pursuant to the authority granted in its Declaration, Bylaws, and under Texas Property Code Chapter 209, including §209.0058, hereby adopts the following Resolution:

I. PURPOSE AND AUTHORITY

This Resolution establishes a uniform and reasonable Late Payment Fee Schedule and Administrative Fee Schedule applicable to delinquent assessment accounts within SunEagle Bay.

Pursuant to Texas Property Code §209.0058, the Association is authorized to collect reimbursement of reasonable attorney's fees and other reasonable costs incurred relating to collecting amounts owed to the Association.

All fees adopted herein are determined by the Board to be reasonable and customary for the administration and collection of delinquent assessment accounts.

II. ANNUAL ASSESSMENT DELINQUENCY

Annual assessments shall be due on the date established by the Board each fiscal year. Any assessment not paid on or before August 1 of each assessment year shall be considered delinquent.

III. LATE PAYMENT FEE SCHEDULE

A. Beginning August 1 of each assessment year, a Late Payment Fee of **Thirty Dollars (\$30.00)** shall be assessed to any delinquent account.

B. The \$30.00 late fee shall continue to accrue monthly, on the first day of each month thereafter, until the account balance is paid in full.

C. Late fees are deemed reasonable administrative costs associated with delinquent accounts and shall become part of the owner's assessment obligation and secured by the Association's lien rights as permitted by law.

IV. ADMINISTRATIVE FEE SCHEDULE (LIEN PROCESS)

A. If a delinquent account proceeds to lien filing, a **Lien Administrative Fee of Three Hundred Dollars (\$300.00)** shall be assessed.

B. Upon full satisfaction of the secured debt, if a Release of Lien is required, a **Release of Lien Fee of Fifty Dollars (\$50.00)** shall be assessed.

C. All administrative fees and lien-related charges shall become part of the secured assessment debt and collectible as provided by Texas law.

V. APPLICATION OF PAYMENTS

In accordance with Texas Property Code Chapter 209 and applicable law, payments received on a delinquent account shall be applied in the following order of priority unless otherwise required by statute:

1. Attorney's fees and costs of collection
2. Administrative fees
3. Late fees
4. Interest (if applicable)
5. Delinquent assessments
6. Current assessments

VI. ATTORNEY FEE RECOVERY

Pursuant to Texas Property Code §209.0058 and the Association's governing documents, the Association shall be entitled to recover all reasonable attorney's fees, court costs, and other reasonable costs incurred in the collection of delinquent assessments and enforcement of lien rights. Such amounts shall become part of the secured assessment debt.

VII. ENFORCEMENT

Failure to timely pay assessments, late fees, administrative fees, or attorney's fees may result in:

- Filing of a lien against the property
- Legal collection proceedings
- Foreclosure proceedings as permitted under Texas law

VIII. SUPERSEDING PRIOR FEE SCHEDULES

This Resolution supersedes and replaces any prior Late Fee Schedule, Administrative Fee Schedule, or collection fee policy previously adopted by the Association.

IX. EFFECTIVE DATE

This Resolution shall become effective upon adoption and applies beginning **February 21, 2026**, and thereafter unless amended or repealed.

ADOPTED by majority vote of the Board of Directors of SunEagle Bay Owners Association, Inc. on this **21st day of February, 2026**.

SUN EAGLE BAY OWNERS ASSOCIATION

By Stephanie Murphy
Stephanie Murphy, President

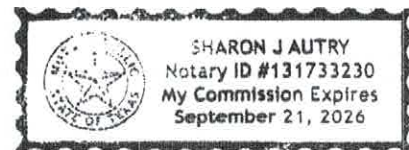
ACKNOWLEDGMENT

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This instrument was acknowledged before me on the **21st day of February, 2026**, by Sharon Autry, Secretary of SunEagle Bay Owners Association Inc., a Texas nonprofit corporation, on behalf of said corporation.

Sharon J. Autry

Notary Public, State of Texas



My Commission Expires: September 21, 2026

THE STATE OF TEXAS
COUNTY OF WOOD

I hereby certify that this instrument was FILED on the date and the time stamped hereon by me and was duly RECORDED in the OPR Records of Wood County, Texas.

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Kelley Price
Kelley Price, County Clerk
Wood County, Texas