

THE BOARD OF DIRECTORS

PAYMENT PLAN RESOLUTION

AMBER LAKES HOMEOWNERS ASSOCIATION, INC.

The following resolution has been adopted by majority vote of the Board of Directors at a special meeting of the Board of Directors.

WHEREAS, the Covenants, Conditions and Restrictions of Ambers Lakes Homeowners Association require payment of common, special and reimbursement assessments by all the homeowners of real property within said community in order to provide funds for payment of the expenses for upkeep, maintenance and preservation of the common areas therein, and for payment of the other expenses associated with the normal operation of said Association's business and affairs, and

WHEREAS, said Covenants, Conditions and Restrictions provide the Association's Board of Directors with the power and authority to require common, special and reimbursement assessments levied against owners of real property within said community (all of whom are required to be members of the Association as a condition of ownership) to be fully and timely paid, and

WHEREAS, the Board of Directors deems it to be in the best interests of the Association and all the Association's members to establish policies and practices relative to the Association's rights.

WHEREAS, the Board of Directors has fully discussed and considered this matter.

NOW, THEREFORE, BE IT RESOLVED that the Association hereby adopts the following PAYMENT PLAN as outlined below:

It is understood that from time to time the board of directors, at its sole discretion, may choose to allow members to enter into hardship payment plans when a member is unable, for whatever circumstances, to pay the required assessment in full by the normal due date. The following stipulations are required of all payment plans:

1. Payment plans will consist of a minimum payment amount each month until the balance is paid in full. The payments will be determined on a case-by-case basis per month with the first month's payment due immediately. The decision is at the Board's discretion and shall be approved by unanimous vote of the entire Board.

2. A payment plan will be valid for twelve (12) consecutive months after it is approved, at which time a new Payment Plan must be requested, even though the dollar amount paid each month may remain the same.
3. The Payment Plan Request Form will be the standard Amber Lakes Payment Plan form used in all requests for payment plans.
4. The member requesting a payment plan will have to access the form online or by emailing the Management Company or HOA, will complete all required items, sign, and date the form, and return to the HOA or Management Company.
5. During the term of the payment plan, any interest or late fees may continue to be applied to the outstanding balance pursuant to the Collection Resolution and other stipulations laid forth in the association's governing documents. The decision is at the Board's discretion and shall be approved by majority vote of the board.
6. Member must agree to one of the following payment methods:
 - a. enroll in scheduled automatic payments via ACH drafted through by management company through the Amber Lakes Homeowners Association website; or
 - b. payment by money order mailed to the management company pursuant to the approved payment plan amount and number of months. Payments may be delivered to the Board by placing in the lock box on common property on or before the scheduled due date and on the same day, member must notify the board that payment was placed in lock box.
7. Payments must be received on the scheduled due date documented and approved on the payment request form. A one-time late payment of no more than five (5) days will be excused; however, any additional late payments will result in the termination of the monthly payment plan. The Board, in its discretion and by majority vote, may determine whether to continue or terminate the plan and the decision shall be made on a case-by-case basis.
8. If the board does not give the Management Company, if applicable, the decision within 15 days of the date on the form, then it will automatically signal that the payment plan has been declined and the member's balance will continue to be collected on per normal governing requirements.
9. In the event that a monthly payment is declined or missed throughout the duration of a payment plan, said plan will be considered void, and any remaining balance will automatically be put into the appropriate stage of collections that it would have normally been in had it never been approved for a payment plan.

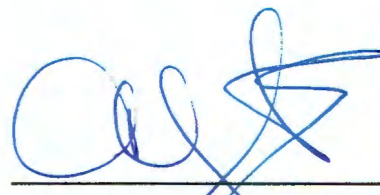
The Board may, at its discretion and by majority vote, determine whether to continue a member's monthly payment plan or terminate the plan and the decision shall be made on a case-by-case basis.

10. Notification to Owners. The Association shall cause all owners to be notified of this resolution and Payment Plan Policy. All policies and procedures set forth in this resolution to adopt payment plan rules and procedures shall be effective immediately.
11. Ongoing Evaluation. Nothing in this resolution shall require the Association to take specific actions other than to notify homeowners of the adoption of these payment plan policies and procedures. The Association has the option and right to continue to evaluate the effectiveness and ease of these payment plan rules and procedures. The Board of Directors may make amendments to these rules and procedures, by their discretion, at any time and by majority vote of the Board.

BE IT FURTHER RESOLVED THAT the Board shall retain the right to amend or repeal this resolution.


IN WITNESS WHEREOF, the undersigned have executed this resolution the 21st day of September, 2020.

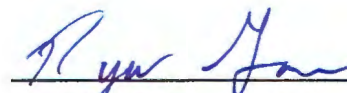

Patti Harrell, President


Anissa Rodney, Secretary


Amber Haley, Treasurer


David Windham, Vice-President


Huey Haley, Safety and Security Officer


Ryan Garcia, ACC Chairman

AMBER LAKES HOMEOWNERS ASSOCIATION, INC.

P.O. Box 87234

Baton Rouge, LA 70879

225-286-7546 OFFICE 225-286-7546 FAX

EMAIL: info@magnoliabr.com

www.amberlakeshoa.com

August 30, 2020

Dear Owner(s),

**** Request for Hardship ****

We are living in an unprecedented and unpredictable time. The Board of Directors have a fiduciary duty to keep the association operational. That means paying the bills, maintaining the property, responding to emergencies, etc. At the same time, boards need to balance these obligations against the possibility that some members cannot pay their assessments because of an economic hardship.

If you are unable to pay your monthly assessments, you may request in writing that the Board of Directors review your situation. It is the intent of the Board to help all owners get through a trying time. The Board will review and assist in flexible payment plans to see you through this crisis on a case by case situation. If flexibility is needed to help you get through this time, please put your request in writing to Management as soon as possible.

For assistance and information please contact Daniel Camp. You can also reach him via email at info@magnoliabr.com.

We fully understand these are difficult times and we would like to make any possible effort to assist and support you, and your family. We will get through these hard times together as a community.

The Board and management's warmest regards to you and your entire family. Thank you and we wish you all the best, stay healthy and safe.

Steps to Take if Needed:

1. Fill out the Response form included
2. Submit for Board Review

Sincerely,

The Board of Directors
Amber Lakes Homeowners Association, Inc.

Amber Lakes Homeowners Association, Inc.
P.O. Box 87234
Baton Rouge, LA 70879

I am formally requesting review of my assessment situation to request an economic hardship variance:

Assessment Situation Request: Please provide a brief description of your request with any information you would like the board to have for review of your situation. _____

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Owner Signature _____ Date _____ Phone # _____ Email Address _____

Email or mail the completed Response Form to: info@magnoliabr.com or PO Box 87234, Baton Rouge, LA 70879, or put it in a sealed envelope and place it in the locking drop box mounted on the message board on the common property on River Birch Avenue, (next to large steel utility box). Please notify the Board of Directors once you place the envelope in the lock box. Thank You.

AMBER LAKES HOMEOWNERS ASSOCIATION, INC.

PAYMENT PLAN REQUEST FORM

(PLEASE ATTACH WRITTEN EXPLANATION OF HARDSHIP AND RETURN TO MANAGEMENT)

The following payment plan is being requested for Lot #_____, Street Address: _____

_____ by Homeowner(s) Name: _____

Date: _____

1. Minimum monthly payments: \$_____ (as per the payment plan resolution)

2. Date each monthly payment will be made on _____.

Let it be known, acceptance of any proposed payment plan does not waive the financial penalties, if any, imposed on delinquent balances; thus, all applicable late fees and interest that normally apply to a past due balance may also apply to balances on a payment plan until all monies have been collected. Acceptance of a payment plan shall not be considered a waiver of any right by the Association to collect the full balance due (including any applicable fees and interest) should the member default on the payment plan. I agree to enroll in the automatic payment system via ACH, if possible, and understand that processing fees may be incurred. **If a monthly payment is missed or declined throughout the duration of payment plan, then the accepted plan becomes void, the remaining balance will be placed in the stage of delinquency/collections that it would have otherwise been subject to had it not been placed on a payment plan, and all necessary collection and/or legal steps will be taken to collect remainder of balance.** I understand, if approved, this arrangement will be for a 12-month period. At the end of the 12- month period, the current Payment Plan will be void and if I still have an outstanding balance, I understand I will have to request for a new 12-month Payment Plan, which may or may not be at the same terms as the prior Payment Plan. _____ (member initial here).

Finally, if board has not approved requested payment plan within 15 days of the date of this request, then request shall be considered declined and the outstanding balance, including any applicable fees and interest, shall be due by association deadlines and shall be subject to all applicable collections and/or legal actions outlined in association governing documents.

Name of Member Requesting Plan

Date

Member Signature

Amber Lakes HOA Board Member Use Below

We, the elected board members of the Association, by majority vote and with the power given to us by the governing documents, have come to the following conclusion regarding the above requested payment plan:

☐ Approval of Payment Plan TO BEGIN MONTHLY PAYMENT ON _____
in the amount of \$_____ for _____ months. ☐ Rejection of Payment Plan

Name of Board Representative

Date

Representative's Signature

**** IT IS UNDERSTOOD THAT THE BOARD OF DIRECTORS HAS SOLE DISCRETION WHETHER TO APPROVE OR DISAPPROVE THIS PROPOSED PAYMENT PLAN****