

## Greenspire At Windsor Lake Homeowners Association

The Board of Directors ("Board") of the Greenspire At Windsor Lake Homeowners Association ("Association") resolves as follows:

### Resolution 2018-2 Payment Policies

**General payment policy:** The Association's Annual Common Expense Assessment shall take effect and shall be due and payable in full on the first day of the calendar month following adoption by the Board. The Annual Assessment may be paid without penalty in equal monthly installments, in advance, on the first day of each calendar month, but shall be considered delinquent if not paid by the 28<sup>th</sup> day of the month.

**Payment of assessments:** Payment may be made by cash or check, or by electronic means if available. Electronic payments will be accepted when available upon payment of the convenience fee established by the Board to defray the costs of accepting and processing the payment.

Payment shall be made to Greenspire at Windsor Lake HOA, 301 Centennial Drive, Milliken, Colorado 80543, or by electronic means if available.

### SECRETARY'S CERTIFICATION:

The undersigned Secretary of Greenspire At Windsor Lake Homeowners Association certifies that the foregoing policy and procedure was adopted by the Board of Directors of the Association, at a duly called and held meeting of the Board on June 1, 2018.

By: \_\_\_\_\_ Secretary