

STONEHURST HOMEOWNERS ASSOCIATION, INC.
Board of Directors Position Number 3 Revision 1 (BODP-3)
Violation Enforcement Policy

Whereas the Bylaws for the Stonehurst Homeowners Association (HOA) state in Section 6.1(i) that the Board of Directors shall have power to do anything necessary or desirable, including, but not limited to, establishing any rules and regulations which the Association deems necessary to carry out the purposes of the Association as set forth therein or as permitted by law; and

Whereas the HOA's Declaration of Covenants, Conditions, Restrictions and Easements (CCRs) states in Section 4.4(b) that the Board shall have the power to levy a Special Individual Assessment for the payment of fines, penalties or other charges imposed against any Owner relative to such Owner's failure to comply with the terms and provisions of the CCRs, the Bylaws, or any rules and regulations promulgated by the HOA pursuant to the CCRs or Bylaws; and

Whereas Article 6 of the CCRs allows the HOA to provide necessary exterior maintenance for an Owner and charge the cost to the Owner as a Special Individual Assessment;

The Board has approved the following as the Violation Enforcement Policy:

1. When the Board identifies an Owner's failure to comply with the terms and provisions of the CCRs, the Bylaws, or any rules and regulations promulgated by the HOA pursuant to the CCRs or Bylaws that requires corrective action, the Board will authorize a Compliance Notice letter to be sent to the Owner identifying the violation and providing at least 14 days from the date of the letter to correct the violation. If the corrective action will require considerable time to implement, longer time allowances may be appropriate. The letter shall state that if the corrective action is not taken in the allocated time, additional actions, including fines, shall be taken as authorized by the CCRs.
2. If the corrective action is not completed within the allocated time, the Board shall decide on the next action. If the corrective action needed is exterior maintenance, the Board shall consider if contracting for the maintenance and charging the cost to the Owner as a Special Individual Assessment is appropriate. If it is not appropriate or the corrective action is not exterior maintenance, the Board shall determine if fines are appropriate.
3. If the Board determines that fines are appropriate, either a one-time fine or a recurring fine shall be imposed. Recurring fines shall not exceed \$10 per day. A Compliance Action Notice letter shall be sent to the Owner stating the Board's decision, noting that the fines are a Special Individual Assessment, and requesting the Owner to notify the Board when the corrective action is completed. When the corrective action is completed, the fines will be stopped.
4. A Compliance Completion letter will then be sent to the Owner stating the final total of the fines and noting their imposition as a Special Individual Assessment and requesting payment within 30 days of the date of the letter. If payment is not made, the Board shall collect payment pursuant to the procedure in Board of Director's Position-2 (BODP-2), Delinquency Collection Procedure.

STONEHURST HOMEOWNERS ASSOCIATION, INC.
Board of Directors Position Number 3 Revision 1 (BODP-3)
Violation Enforcement Policy

5. If the violation has not been corrected within 3 months after the date of a Compliance Action Notice that implements fines, then a letter will be sent to the homeowner at that time and every 3 months thereafter noting the imposition of the fines as a Special Individual Assessment and requesting payment within 30 days of the date of the letter. If payment is not made, the Board shall collect payment pursuant to the procedure in Board of Director's Position-2 (BODP-2), Delinquency Collection Procedure.
6. The Board of Directors is willing to discuss payment plans with any homeowner experiencing financial difficulties, and the acceptance of a payment plan by a vote of the Board will thereby hold in abeyance the previous steps of this procedure. The deliberations and decision of the Board shall be confidential in order to protect the privacy of the homeowner. If the homeowner does not comply with the terms of an accepted payment plan, the Board may vote to reinstitute these proceedings.
7. All notices will be sent via first class mail.
8. If an Owner disputes the violation cited or requires further clarification, it is the Owner's responsibility to contact the property manager to address their concern. In order to ensure that all records are accurate, any disputes must be in writing and sent to the property manager within 14 days of the date on the Compliance Notice.

This Board position was adopted by the Board on December 20, 2021 and is effective immediately.

Signed:

President: _____

John Boska

Date 12/20/2021