

FINES POLICY

A. Report of Violation. A potential violation of the covenants, bylaws or rules of the Association may be identified by a member of the Architectural Control Committee (ACC) or an Association Board Member or the Association Manager or may be brought to the attention of the board by any member of the Association. All reports of violations must be in writing and will be verified by a member of the Board.

B. First Notice. The offending owner will be notified by the Association's representative (with a copy to resident (tenant), if applicable) that a violation exists, the action necessary to correct the violation, the potential fine, and will be provided a specific time period within which to correct the violation without further action. The first notice may be waived for repeat violations or if in the opinion of the ACC or Board the violation is time-sensitive.

C. Second Notice. After the period of time allotted for correction has passed, the Association's representative shall inspect the situation to ensure satisfactory compliance. If the action taken by the owner/resident eliminated the violation, then no further action will be taken. If a second written complaint is received or if the violation still persists, a second notice will be sent to the owner via U.S. Mail stating that the violation still exists. The notice will also advise the owner that the violation and potential fine will be considered by the Association's Board of Directors at the next scheduled Board meeting, and will advise the owner of the date and time of that meeting at least 14 days before the Board meeting.

D. Fine Imposed by the Board. At the Board meeting to consider the fine, the Board may levy fines for violations of the covenants, bylaws or rules as follows:

First Violation:	\$25 per day up to \$1,000
Second or Repeat Violation:	\$50 per day up to \$2,000

Following the Board meeting, the owner will be given written notice of the fine imposed by the Board, and will be given at least 14 days' notice of an opportunity to be heard by the Fines Committee at a scheduled meeting of the Fines Committee.

E. Fines Committee. The Fines Committee is a Committee of at least three members appointed by the Board who are not officers, directors, or employees of the Association, or the spouse, parent, child, brother or sister of an officer, director or employee. The role of the Fines Committee is to serve as a form of an appeal of the Board of Directors action and is limited to determining whether to confirm or reject fines levied by the Board. If the Fines Committee approves a fine, the fine imposed by the Association shall be due 5 days after the Fines Committee meeting. Written notice of the Fine Committee's decision will be provided to the parcel owner and, if applicable, any tenant or invitee of the parcel owner.

F. Lien. Fines of less than \$1000 shall not be liens on the property of the owner. If the fine for a continuing violation reaches \$1000 in aggregate, the fine shall become a lien against the property of the owner, and the Association shall record a lien in the Public Records of Gadsden County, Florida.

Approved by THA Board of Directors 11/12/2019