

**SHADOW MOUNTAIN COMMUNITY ASSOCIATION
FINE SCHEDULE**

ENFORCEMENT PROCEDURE:

The following procedure will apply to all violations and infractions of the Governing Documents and Rules and Regulations. Owners may report violations to the Management Company or Board of Directors by submitting a written notice. The Board of Directors, Management Company, or Committee appointed by the Board may also note any violations discovered during site inspections or by personal knowledge of any of its Members or representatives. At the time a violation is noted or reported, action will be taken as follows:

- The Board or Committee, via the Management Company, shall give written notice to the owner. The notice will contain a description of the violation, instructions regarding response to the notice and correction of the violation.
- If the violation continues or is repeated, the owner will be sent a second notice of the violation via Certified and regular mail. The notice shall specify a date not less than ten (10 days) nor more than sixty (60) days after the date of the notice for a hearing before the Committee. The hearing will be held in executive session if requested by the member, and the member will be allowed to attend the hearing.
- At the hearing, the Committee shall allow the owner to present evidence and testimony as reasonable under the circumstances. If the Committee concludes that the alleged violation occurred, they may impose monetary penalties, temporarily suspend voting and common area privileges for a period not to exceed thirty (30) days or take any other disciplinary action permitted by the Governing Documents. However, no suspension imposed by the Board/Committee shall take effect sooner than five (5) days after the date of the hearing. The Committee, via the Management Company, shall notify the owner of any disciplinary action taken within five (5) days of its decision.
- If the violation continues, the Board may impose continuing fines until such time as the matter is satisfactorily resolved.
- If the violation continues, or is repeated, the Board may also refer the matter to the Association's legal counsel. If required by Civil Code section 1354, mediation or arbitration will be offered. If a lawsuit is filed, the homeowner may be liable for the Association's legal costs and fees.

FINES:

- Fines for By-Laws, CC&R or Rules violations may be levied in accordance with the following schedule at the discretion of the Board of Directors:
 - Initial \$75.00; and \$100.00 every seven (7) days the homeowner remains out of compliance.