

## **BOARD OF DIRECTORS RESOLUTION**

### **ENFORCMENT POLICY**

#### **WILLOW HEIGHTS OWNERS ASSOCIATION, INC.**

Upon motion duly made, seconded and carried, the Board of Directors for Willow Heights Owners Association, INC., adopted the following Resolution on June 12, 2018.

**WHEREAS**, the Covenants, Conditions and Restrictions of Willow Heights Owners Association, INC., require all homeowners of real property within said community to abide and adhere to all rules and regulations as outlined, and

**WHEREAS**, said Covenants, Conditions and Restrictions provide the Association's Board of Directors with the power and authority to take necessary action to enforce the rules and regulations as outlined, 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** the board of directors does hereby adopt the following:

When a violation of the association's governing documents is noted and recorded, a violation notice shall be sent to the resident in question. If after 10 days from the date of notice of a violation (and any and all subsequent notices/actions regarding the same violation), the violation has not been remedied, the association shall have the option to escalate the enforcement process, which may include another notice, monetary penalties, and/or injunctive action/self-remedy. Further, once notice has been given of said violation, fine(s) in the amount of \$50.00 shall be applied to an owners account for violating the restrictive covenants, articles of incorporations and by-laws of the association if the violation continues to persist.

**NOW, THEREFORE, BE IT FURTHER RESOLVED the board of directors does hereby adopt the following policy:**

**VIOLATION ENFORCEMENT POLICY** as outlined below:

DETERMINE THAT RESTICITION HAS BEEN VIOLATED PER ASSOCIATION GOVERNING DOCUMENTS/ADOPTED RESOLUTIONS (either via site inspection or notification from member)

1. Once violation recorded, send first violation notice.
2. If violation has not been remedied/corrected after given first notice, send out second violation notice and apply violation fine if applicable.
3. If violation has not been remedied/corrected after given second notice of violation, send out third violation notice and apply violation fine if applicable.
4. If violation has not been remedied/corrected after given third notice of violation, other means of enforcement, which may include legal action, may be taken, as well as continual notifications/fines, until violation has been remedied/corrected.

**\*Note – Enforcement measures are subject to immediate escalation, including, but not limited to, injunctive action/self-remedy by the Association, depending on the severity of said violation. Board members' discretion shall be used on a case-by-case basis.**

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

Executed this 12<sup>th</sup> day of June, 2018.

**Approved by the Board of Directors at its board meeting.**

  
Director –

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Director –

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Director –