

Monetary Penalties for Noncompliance
With the Tatum Ranch Governing Documents
Rev. 2020

I. Violation Notification Process: (This process may vary dependent on the nature of the violation.)

1. When violation is noted a Courtesy Notice will be sent for the noted violations. The days to correct the issue may vary dependent on the nature of the violation. (for Major Violation, see below).
2. If corrective action is not taken, a Violation Notice will be sent.
3. If homeowner made contact with the Association prior to the imposition of monetary penalty, variation to the above process may be considered when circumstances so warrant.
4. If corrective action is not taken within the given (14) day period, or homeowner contact not received, a Violation Monetary Penalty Letter will be sent. This letter will stipulate the monetary penalty (fine) to be assessed. The homeowner has the opportunity to be heard by the Board of Directors by submitting a written appeal on the Tatum Ranch Monetary Penalty Decision Form. An appeal form must be received in the office within the 21-day time frame. **The form MUST be sent via certified mail.** Monetary Penalty Violation must be corrected within the resolution date on the violation notice. **Penalties are ACCUMULATIVE.**
5. Violation letters remain active for one year from issuance. If the same type of violation is noted within the one-year period, enforcement action will continue from the point of the last violation.

Schedule of Monetary Penalties for Same Type of Violation:

- i. First letter: Courtesy Notice (days dependent on the nature of the violation).*
- ii. Second letter: Violation Notice (14 days to comply).*
- iii. Third letter: Violation Monetary Penalty Letter \$50.00 (21 days to comply).*
- iv. Fourth letter: Violation Monetary Penalty an additional \$100.00 (21 days to comply).*
- v. Fifth letter: Violation Monetary Penalty an additional \$150.00**
- vi. Each letter thereafter is an additional \$150.00* (21 days to comply) until the violation is corrected or total balance due is \$900.00 in penalties have been imposed, then the noncompliance issue is turned over to the Community Manager and/or community association attorney.*

II. Parking Notification Process:

1. When violation is noted a Courtesy Notice will be sent and include the noted violations. (Major Violation, see below).
2. If corrective action is not taken within 7 days, a Violation Notice will be sent.
3. If homeowner made contact with the Association prior to the imposition of monetary penalty, variation to the above process may be considered when circumstances so warrant.
4. If corrective action is not taken within the given 7-day period, or homeowner contact not received, a Violation Monetary Penalty Letter will be sent. This letter will stipulate

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the monetary penalty (fine) to be assessed. The homeowner has the opportunity to be heard by the Board of Directors by submitting a written appeal on the Tatum Ranch Monetary Penalty Decision Form. An appeal form must be received in the office within the 21-day time frame. The form MUST be sent via certified mail. Monetary Penalty Violation must be corrected within the resolution date on the violation notice. **Penalties are ACCUMULATIVE.**

5. Violation letters remain active for one year from issuance. If the same type of violation is noted within the one-year period, enforcement action will continue from the point of the last violation.

Schedule of Monetary Penalties for Parking:

- i. First letter: Courtesy Notice (7 days to comply)*
- ii. Second letter: Violation Notice (7 days to comply)*
- iii. Third letter: Violation Monetary Penalty Letter \$50.00**
- iv. Fourth letter: Violation Monetary Penalty an additional \$100.00**
- v. Fifth letter: Violation Monetary Penalty an additional \$150.00**
- vi. Each letter thereafter is an additional \$150.00* (21 days to comply) until the violation is corrected or total balance due is \$450.00 in penalties have been imposed, then the noncompliance issue is turned over to the Community Manager and/or community association attorney.*

III. Major Violation:

1. If a violation is considered a major violation by the Board of Directors and the homeowner does not take immediate action, the owner may be assessed up to \$200.00* per day.
2. The Association may record a **Judgment** against a lot-owner for unpaid monetary penalties. *
3. For all violations, if corrective action is not taken by the homeowner after monetary penalties are imposed, the Board of Directors or their designee may refer further enforcement action to legal counsel at the homeowners' cost.

* *Plus, any legal fees and/or collection costs or fees.*

**Appeal of
Tatum Ranch Monetary Penalty Decision
To Tatum Ranch Board of Directors**
(Revised 12/2016)

Name of Appellant: _____ Parcel/Lot _____

Address: _____ Phone#: _____

Nature of Violation: _____

Date of Monetary Penalty Notice: _____

Reason for Appeal of Monetary Penalty (Please print clearly): _____

If more room is needed you may attach a separate sheet of paper. Please provide any substantiating documentation needed to support your appeal. The Association Office will notify you of the date and time of the Board Hearing.

Please submit your completed form by U.S. Post Office Certified Mail postmarked within twenty one (21) calendar days of the date of the Notice of Violation letter to:

**Tatum Ranch Community Association
29811 N. Tatum Blvd.
Cave Creek, AZ 85331**

Resident (Signature): _____ Date: _____

Appeal Decision Notice

To: _____

The Tatum Ranch Board of Directors has reviewed your appeal. The decision of the Board is indicated below.

Monetary Penalty Waived: _____ Denied: _____ (monetary penalty of \$_____ is imposed – if not paid within fifteen calendar days from the date of this Decision Notice, a \$15.00 late fee will be applied)

Board Member (Signature): _____ Date: _____