

## Pages Place Home Owners Association

### FINES AND FEES SCHEDULE AND ENFORCEMENT POLICY (Revised)

**Effective: February 1, 2025**

**Purpose:** The primary purpose of this policy is to ensure compliance with the rules and regulations of the Pages Place Homeowners Association (HOA) through a fair, transparent, and proportional enforcement process.

#### Schedule of Fees

Item	Fee
Monthly HOA Dues	\$250.00 (Due on the 1 <sup>st</sup> of each month)
Transfer Fee   Reinvestment Fee	\$1500.00
Satellite Dish Installation Permit	\$80.00
Major Construction Permit	Based on the size and scope of the project.
Dumpster On-Site Fee	\$60.00 per week

#### Community Standards Violations

Violation	Fine
Late Dues Fee	\$20.00 per month (after the 5 <sup>th</sup> of the month)
Outstanding Balance Fee	\$20.00 per month on any outstanding balance
Landscape Maintenance Violation	\$50.00 plus documented cost or repair
Excessive Trash Around Unit	\$25.00
Unmaintained Exterior Door Frames	\$25.00
Trash Cans Beyond Permitted Time	\$25.00 (48 hours permitted)
Maintenance of Animals	\$50.00
Major Construction Permit Violation	\$100.00 per week unit permit is obtained
Architectural Violation	\$500 initial fine, \$400 credit upon correction, \$50 non-reimbursable per week of non-compliance
Satellite Dish Installation Violation	\$300
General CC&R Violations	\$25 per violation; \$25 per week for ongoing non-compliance

#### Parking Violation Details

Violation	Fine
Unauthorized Parking in Fire Lanes	\$250 per violation and subject to immediate towing
Unauthorized Parking in Visitor Spaces	\$25.00
Parking Without a Required Permit	\$25.00
Use of Invalid Permit	\$25.00
Parking Without Moving for More Than 96 Hours	\$25.00
Towing Costs	Responsibility of the vehicle's owner
Repeat Offenses	Fines double up to a maximum of \$500.00
All towing and impoundment costs are the sole responsibility of the vehicle's owner.	

## Administration Fees and Legal Costs

Administrative Action	Fee
Initial Demand Letter and Notice of Lien	\$150.00
Second letter After Initial Demand	\$100.00
Lien Release Fee	\$50.00
Complaint and Summons	\$275.00
Foreclosure Proceedings	TBD
Attorney Fees and Expenses	Actual cost (detailed billing provided)

For any violations not listed above, a fine of up to \$250 may be imposed based on the nature and severity of the infraction. Detailed documentation and reasoning will be provided for such fines.

The homeowner is responsible for paying all legal fees and costs the Association incurs to enforce violations or collect fines.

### Enforcement Procedure

#### 1. First Violation

- **Warning:** A courtesy letter specifying the violation, the required corrective action, and a timeline for resolution will be sent.
- **Fine Assessed:** If corrective action is not taken by the deadline, a formal notice of the fine being imposed will be sent. This notice will include the time for resolving the issue and a warning that continued non-compliance may result in additional fines or other escalation measures. The homeowner may request a hearing to address the violation within 7 days of receiving the fine notice.

#### 2. Continuing Violation

The Board may impose a continuing monetary penalty, assessed weekly, without additional notice or hearing, until the violation is remedied. A continuing violation is an ongoing infraction that has not been corrected.

#### 3. Repeat Violation

A repeat violation occurs when a person violates the same provision of the Association's governing documents more than once and has received the appropriate warnings and a hearing. Such a violation will result in an immediate doubling of fines.

**Collections:** Accounts with balances exceeding \$400 will be referred to an attorney for collection only after a written notice has been issued and homeowners have been allowed to enter a payment plan.

**Tenant-Specific Provisions:** Homeowners are responsible for ensuring tenants comply with the HOA rules and regulations. Fines and penalties remain the homeowner's responsibility.